

Job Description for Professional Posts

Reference: NS2025/11

Position and Grade:	Associate Nuclear Security Officer (Response), P2
Organizational Unit:	Institutional Response Infrastructure Unit Nuclear Security of Materials Outside of Regulatory Control Section Division of Nuclear Security
Duty Station:	Vienna, Austria
Type/Duration of Appointment:	FT – JPO, 1 year

Organizational Setting

The Department of Nuclear Safety and Security (NS) formulates and implements the IAEA's nuclear safety and security programme, which encompasses the Agency's activities to protect people and the environment from radiation exposure and responds to the needs of its Member States related to nuclear safety and nuclear security.

The Division of Nuclear Security (NSNS) is responsible for establishing, coordinating and implementing the IAEA's nuclear security programme to protect against, detect and respond to criminal acts or acts of nuclear terrorism and threats thereof. NSNS comprises four Sections:

- Nuclear Security of Materials Outside of Regulatory Control Section
- Nuclear Security of Materials and Facilities Section
- Information Management Section
- Programme Development and International Cooperation Section

The Nuclear Security of Materials Outside of Regulatory Control Section (MORC) is responsible, upon request, to assist States, for activities that assist States in establishing and maintaining nuclear security systems and measures for the prevention and detection of, and response to, nuclear and other radioactive material outside of regulatory control. These activities include developing nuclear security guidance that is consistent with the relevant binding and non-binding international instruments, as well as providing assistance, upon request, to States in implementing the nuclear security framework. In addition to the development of nuclear security guidance, the Section conducts the International Nuclear Security Security Advisory Service (INSServ) and expert missions, upon request, to help States to establish and maintain effective nuclear security regimes, provides training activities, develops methodologies, and assists in security upgrades relating to nuclear and radioactive material detection and response capabilities. The Section implements Coordinated Research Projects and technical meetings in the field of nuclear security of material out of regulatory control, assists Member States in the implementation of nuclear security measures to support Major Public Events, and organizes a large number of evaluation missions, training courses and workshops, and convenes technical meetings for methodology development.

The Institutional Response Infrastructure Unit is responsible for performing activities related to the response to nuclear security events involving nuclear and other radioactive material which is out of

regulatory control, focusing on supporting States to develop their national nuclear security response frameworks. The Unit supports States' efforts to establish national nuclear security response plans, response concepts of operation, and response exercise and evaluation activities. The Unit is also responsible for supporting States in the planning and implementation of nuclear security systems and measures for Major Public Events. The Unit has responsibility for the development and review of Nuclear Security Series publications dedicated to the response to nuclear security events involving MORC and the development and implementation of training activities based on that guidance.

Main Purpose

Under the supervision and guidance of the Unit Head, IRI, the Associate Nuclear Security Officer (Response) contributes to supporting Member States in developing, implementing and sustaining effective and efficient response infrastructure and capabilities in relation to criminal or intentional unauthorized acts involving or directed at nuclear or other radioactive material, associated facilities or associated activities through, inter alia, Integrated Nuclear Security Support Plans (INSSP), and providing support to the implementation of nuclear security measures for Major Public Events.

Role

The Associate Nuclear Security Officer (Response) is (i) a junior analyst, supporting Nuclear Security Officers regarding Member States gaps and needs related to the development of response infrastructure and capabilities related to criminal or intentional unauthorized acts involving or directed at nuclear or other radioactive material, associated facilities or associated activities; (ii) a facilitator/coordinator supporting the Nuclear Security Officer (MPE) and Member States to evaluate and prioritize their needs related to the implementation of nuclear security measures for major public events; and (iii) a contributor to support Technical Meetings and Consultancy Meetings, and draft the documents and presentations related to national nuclear security response capabilities and nuclear security at major public events.

Partnerships

The Associate Nuclear Security Officer (Response) will work in partnership with other staff within the Division of Nuclear Security, and with staff of other Divisions across the IAEA, as applicable. Specifically, close collaboration with staff of NSNS Section of Nuclear Security of Materials and Facilities and IAEAs Incident and Emergency Centre will be required.

Functions / Key Results Expected

- Analyse national practices in the area of responding to criminal or intentional unauthorized acts involving or directed at nuclear or other radioactive materials, associated facilities or associated activities and provide recommendations for improvement.
- Contribute to development of capabilities to respond to criminal and intentional unauthorized acts involving MORC in Member States, mainly focusing on contributing to document development, technical assessments and evaluations related to the implementation of IAEAs activities.
- Support States in the implementation of nuclear security measures for major public events, by coordinating and implementing meetings, missions, training events and technical visits as necessary.
- Plan and organize training events and workshops to develop a States capabilities to respond to criminal and other intentional unauthorized acts involving MORC.
- Contribute to the development of training materials and presenting them in Member States.

Competencies and Expertise (do not revise or edit)

Core Competencies		
Competence	Occupational Role	Behavioural Indicator
Communication	Individual Contributor	Communicates orally and in writing in a clear, concise and impartial manner. Takes time to listen and understand the perspective of others and proposes solutions.
Achieving Results	Individual Contributor	Takes initiative in defining realistic outputs and clarifying roles, responsibilities and expected results in the context of the Department/Division's programme. Evaluates his/her results realistically, drawing conclusions from lessons learned.
Teamwork	Individual Contributor	Actively contributes to achieving team results. Supports team decisions.
Planning and Organizing	Individual Contributor	Plans and organizes his/her own work in support of achieving the team or Section's priorities. Takes into account potential changes and proposes contingency plans.

Functional Competencies		
Competence	Occupational Role	Behavioural Indicator
Judgement/decision making	Associate	Consults with supervisor/manager and makes decisions in full compliance with the Agency's regulations and rules.
Partnership building	Associate	Develops and maintains partnerships needed for his/her work. Establishes and nurtures positive relations with partners and stakeholders.
Technical/scientific credibility	Associate	Acquires and applies new skills to remain up to date in his/her area of expertise. Reliably applies knowledge of basic technical/scientific methods and concepts.

Expertise	
Expertise	Description
Nuclear Security National Nuclear Security Regimes	Knowledge of Member State's Nuclear Security Regimes.
Training Training Facilitation	Experience in facilitation of training activities.

Education, Experience and Language Skills

- University degree in Physics, nuclear physics, nuclear engineering or other relevant field.
- Minimum two years of relevant experience in developing a States capabilities to respond to criminal and other intentional unauthorized acts involving MORC.
- Experience in development of a States National Framework for responding to criminal and other intentional acts involving MORC.
- Experience in developing documents and training materials an asset.
- Experience with detection equipment an asset.
- Knowledge of the IAEA Nuclear Security Series publications.
- Experience at an international level desirable.
- Excellent oral and written command of English. Knowledge of other official IAEA languages (Arabic, Chinese, French, Russian and Spanish) is an asset.