



Job Opening

Job Title: Police Selection and Recruitment Officer, P-4 (2 Posts)

Department/ Office: DEPARTMENT OF PEACEKEEPING OPERATIONS

Location: NEW YORK

Posting Period: 4 November 2011 – 2 February 2012

Job Opening number: 20-66750, 21-76031

United Nations Core Values: Integrity, Professionalism, Respect for Diversity

Organizational Setting and Reporting: The position requires official secondment from national government of Member States of the United Nations Organization. Appointments are limited to service on posts financed by the support account for peacekeeping operations. Only those currently serving in their national police service, who have received authorization from their governments to apply, will be considered. This position is located in the Selection and Recruitment Section of the Police Division in the Office of Rule of Law and Security Institutions, Department of Peacekeeping Operations. The incumbent reports directly to the Chief of Section.

Responsibilities: Under the direct supervision of the Chief of the Selection and Recruitment Section, Police Division, Office of Rule of Law and Security Institutions, Department of Peacekeeping Operations (DPKO), and within limits of delegated authority, the Police Selection and Recruitment Officer is responsible for the selection, recruitment and rotation of police personnel for field missions, including Formed Police Units. S/he participates in pre-deployment visits to inspect contingent owned equipment; assesses the readiness of formed police unit personnel; coordinates negotiations of memoranda of understanding with Member States; joins reconnaissance visits to field missions; and, assists the Senior Selection and Recruitment Officer in daily communication with Member States and field missions related to mission-specific United Nations police selection and recruitment. More specific duties include: 1) Standardizing recruitment and selection procedures through the development of competency-based profiles; developing and participating in recruitment strategies to meet identified shortfalls, including recruitment and outreach exercises and selection assistance visits to generate a pool of competent candidates, especially thematic experts, i.e. experts in forensics, organized crime, electoral-related activities, criminal investigation, crime prevention, crowd control management, etc.; intensifying engagement with francophone organizations and countries; ensuring compliance with UN recruitment policies and guidelines, including gender balance initiatives; projecting

and monitoring rotation plans of police personnel; maintaining and interpreting statistical data on police personnel serving in field missions and contributions by Police Contributing Countries; conducting CV analyses, interviews, evaluation and selection of police personnel, especially in the selection of senior police personnel to fill mission leadership positions; and, liaising and collaborating with Member States and Police Contributing Countries on all aspects of selection, recruitment and rotation of police officers. 2) Ascertaining readiness of Formed Police Units to deploy through participating in pre-deployment visits to inspect contingent owned equipment; coordinating relevant memoranda of understanding with Member States; participating in reconnaissance visits to field missions; and, liaising and coordinating with the Department of Field Support and Police Contributing Countries through all the stages of the contingent-owned equipment process.

- **Competencies:**

Professionalism: Ability to identify issues, formulate opinions, present conclusions and offer recommendations. Knowledge of and ability to apply UN HR rules, regulations, policies and guidelines in work situations and prepare reports or rational with respect to key administrative decisions. Motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

Planning and Organizing: Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

Teamwork: Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

Accountability: Takes ownership of all responsibilities and honours commitments; delivers outputs for which one has responsibility within prescribed time, cost and quality standards; operates in compliance with organizational regulations and rules; supports subordinates, provides oversight and takes responsibility for delegated assignments; takes personal responsibility for his/her own shortcomings and those of the work unit, where applicable.

Qualification:

Education: Advanced university degree (Master's degree or equivalent) in law, criminal justice, police sciences, police administration and management or other related field. Graduation from a certified police academy or similar law enforcement training institution is

required. A first level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree. .

Experience: A minimum of seven years of progressively responsible experience in an active national police service with a rank of Superintendent, Lt. Colonel, other service equivalent rank or higher. Practical experience in police administration and formulating policies of thematic relevance is required. Peacekeeping or other international experience is desirable.

Languages: English and French are the working languages of the United Nations Secretariat. For the posts advertised, fluency in oral and written English is required. Knowledge of a second official UN language is desirable.

Assessment Method: Kindly note that you may, as part of the evaluation of your application for this position, be requested to undergo written knowledge-based assessment exercises, which may be followed by a competency-based interview depending on the result of the test.

Special Notice: Circulation of this Job Opening is limited to Member States. Only serving police officers who have received authorization by their National Authorities to apply for this Job Opening will be considered. Appointments are limited to service on posts reserved for active police officers who serve on secondment financed by the support account of peacekeeping operations.