



United Nations Educational,  
Scientific and Cultural Organization

UNESCO contributes to peace and human development in an era of globalization by furthering international cooperation through its programmes in education, sciences, culture and communication. With its 193 Member States and 7 Associate Members, UNESCO has its Headquarters in Paris (France) and operates globally through a network of offices and several institutes.

Post title **Programme Specialist**  
Organisational unit **UNESCO Office in Montevideo**  
Duty station **Montevideo, Uruguay**  
Grade **P4**  
Post number **LA/RP/URU/SC/0003**  
Closing date **14 March 2011**

**Main responsibilities** Under the overall authority of the Assistant Director General for Natural Sciences, under the direct supervision of the Director of UNESCO Office in Montevideo, and in close coordination with the Division of Water Sciences at Headquarters, the incumbent is responsible for the formulation, coordination, management and evaluation of UNESCO programme in water resources at the national, cluster, sub-regional, and regional levels in Latin America and the Caribbean region. In particular, she/he will :

- Execute or coordinate the implementation of activities of the International Hydrology Programme (IHP) in the LAC region, which includes the coordination, management, and evaluation of IHP programmes and projects aimed at improving the national and regional capabilities for the sustainable integrated management of water resources..
- Advise and support Member States in the identification, formulation, and implementation of water resources initiatives and contribute to the enhanced water governance and cooperation issues at the regional level, with the purpose of strengthening and expanding water-related agendas and projects and ensuring that UNESCO's programme in water sciences feature adequately in the "One UN", CCA/UNDAF.
- Contribute to the development, implementation and evaluation of intersectorial and interdisciplinary actions within the Regional/Cluster Office and of extrabudgetary funded programmes and projects to expand the development capabilities of IHP in the Latin America and Caribbean region (LAC).
- Advise, coordinate, develop, or organize conferences, symposia, seminars, as well as short- and long-term courses, in close cooperation with the UNESCO-IHE Institute for Water Education, and other educational activities to contribute to the strengthening and development of capacities at the sub-regional, regional, and national level. Coordinate IHP and water sciences activities in the UNESCO Cluster and National Offices of the LAC and enhance and expand the scientific programmes and activities of the water-related category II centers under the auspices of UNESCO and UNESCO chairs aimed at strengthening these institutions and permanently increase and improve their services to Member States.
- Carry out other activities that may be required to ensure the success of the work team, including contributing to the assessment of the prevailing water situation in LAC, within the context of existing UN-Water programmes, primarily the UNESCO led WWAP, and the UN Commission on Sustainable Development.

- Profile**
- Advanced University degree (preferably at Doctorate level) in the field of hydrology, water resources engineering or in closely related water or environmental sciences.
  - 7-10 years of progressively responsible relevant experience in the field of water sciences, of which preferably 3-5 years acquired at international level.
  - Experience in research and teaching at university level in the field of sciences and/or environmental sciences would be an asset.
  - Experience in developing, implementing and evaluating projects in the field of water sciences.
  - Working experience in organization for international technical cooperation is required.
  - Experience in fund-raising and resources mobilization.
  - Working experience in the region would be an added advantage.
  - Proven capacity to organize training courses; excellent analytical and organizational skills.
  - Strong managerial skills. Ability to lead, motivate and supervise a team and to maintain effective working relationships in a multi-cultural environment
  - Excellent IT skills.
  - Excellent knowledge of English and good knowledge of Spanish. knowledge of French and/or Portuguese would be an asset.

**Conditions of employment** UNESCO's salaries are calculated in US dollars but mainly paid in local currency. They consist of a basic salary and a post adjustment which reflects the cost of living in a particular duty station and exchange rates. For this post, the annual remuneration in local currency will start from around USD\$ 102,980 (USD\$ 95,900 if without dependants), exempt from income tax. In addition, UNESCO offers an attractive benefits package including 30 days annual vacation, home travel, education grant for dependant children, pension plan and medical insurance. The initial appointment, which is for 2 years, includes a probationary period of 12 months, and is renewable, subject to satisfactory service. Worldwide mobility is required as staff members have to serve in other duty stations according to UNESCO's geographical mobility policy. UNESCO is a non-smoking Organization.

**How to apply** When applying for UNESCO vacancies, please only use the on-line recruitment system at [www.unesco.org/employment](http://www.unesco.org/employment). Candidates without access to Internet may send a paper application by completing the official UNESCO CV form (available at Headquarters, UNESCO Offices, National Commissions in Member States, or any office of a United Nations Resident Representative) in English or French to *Chief, HRM/RCS, UNESCO, 7 place de Fontenoy, 75352 Paris 07 SP, France*, before the closing date, quoting the post number: **LA/RP/URU/SC/0003**

UNESCO does not charge a fee at any stage of the recruitment process. If you have any questions concerning persons or companies claiming to be recruiting on behalf of UNESCO and requesting the payment of a fee, please contact: [Recrutweb@unesco.org](mailto:Recrutweb@unesco.org)

**UNESCO is committed to promote geographical distribution and gender equality within its Secretariat. Therefore, women candidates are strongly encouraged to apply, as well as nationals from non- and under-represented Member States. Persons with disabilities are equally encouraged to apply**

**Non- or under-represented Member States as of January 2011 (please check at [www.unesco.org/employment](http://www.unesco.org/employment) for the latest situation):** Andorra, Angola, Antigua and Barbuda, Armenia, Azerbaijan, Bahamas, Bahrain, Bangladesh, Belize, Bolivia, Brunei Darussalam, Cape Verde, Central African Republic, Chad, Chile, China, Cook Islands, Djibouti, Dominica, Dominican Republic, El Salvador, Equatorial Guinea, Estonia, Fiji, Gabon, Grenada, Guatemala, Guinea-Bissau, Guyana, Haiti, Hungary, Iceland, Indonesia, Iran (Islamic Republic of), Iraq, Kazakhstan, Kenya, Kiribati, Kuwait, Lesotho, Liberia, Libyan Arab Jamahiriya, Luxembourg, Maldives, Malta, Marshall Islands, Micronesia (Federated States of), Monaco, Montenegro, Myanmar, Namibia, Nauru, Niue, Oman, Palau, Panama, Papua New Guinea, Paraguay, Poland, Qatar, Republic of Moldova, Rwanda, Saint Kitts and Nevis, Saint Vincent and the Grenadines, Samoa, San Marino, Sao Tome and Principe, Saudi Arabia, Singapore, Slovenia, Solomon Islands, Somalia, Suriname, Swaziland, Tajikistan, Timor-Leste, Tonga, Trinidad and Tobago, Turkey, Turkmenistan, Tuvalu, Ukraine, United Arab Emirates, United Republic of Tanzania, United States of America, Vanuatu, Venezuela, Viet Nam, Yemen.