

Job Title: Corrections Policy Officer, P-4
Department/Office: Policy and Training Team
Location: NEW YORK
Posting Period: 01/04/2020 - 01/07/2020
Job Opening number: DPO/SEC2001P/P-4/05

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

Organizational Setting and Reporting:

This post is located in the Department of Peace Operations (DPO), Office of Rule of Law and Security Institutions, Justice and Corrections Service. The Corrections Officer reports to the Chief of the Justice and Corrections Service or his/her designate.

Responsibilities:

Within delegated authority, the Corrections / Prison Advisory Officer will be responsible for the following duties:

- Providing advice and support to the Office of Rule of Law and Security Institutions and to DPO on corrections/prisons issues in peace operations.
- Formulating strategies and policies for corrections / prison activities in field missions as part of a comprehensive rule of law approach.
- Planning corrections / prisons aspects of peace operations and provides technical and operational guidance to field personnel.
- Monitoring and analyzing corrections / prisons issues in peace operations, identifying problems and propose solutions.
- Overseeing that preparation and dissemination of policies, lessons learned studies and other guidance materials, including for pre-deployment and personnel induction purposes.
- Participating in the design and delivery of corrections / prison related training for a wide range of corrections / prison stakeholders.
- Assisting Member States in developing a capacity to contribute corrections officers to peace operations.
- Performing other tasks, as required.

Competencies:

Professionalism: Ability to plan, support and provide advice on corrections/prisons reform activities. Knowledge of applicable international standards in the corrections/prisons area. Excellent conceptual, analytical and evaluative skills. Ability to conduct independent research and analysis, identify issues, develop lessons learned, identify best practices, formulate options and make recommendations. Excellent communication skills (written and verbal) including the ability to prepare succinct reports and guidelines and to articulate ideas in a clear and concise manner. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

Planning & 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.

Communication: Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and

format to match audience; demonstrates openness in sharing information and keeping people informed.

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 joining responsibility for team shortcomings.

Qualifications:

Education: Advanced university degree (Master's degree or equivalent) in law or social sciences. A first-level university degree in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree. Graduation from a certified prison academy or other similar law enforcement training institution is desirable.

Experience: A minimum of seven years of progressively responsible professional experience in a corrections or prison setting is required. Performing functions at the rank of superintendent, service equivalent, or middle manager or above is desirable. International experience is required. Experience writing policy or technical documents is required. One year of professional experience providing technical assistance for strengthening corrections and or prison systems in a transitional, development, conflict or post-conflict setting outside the applicant's country of origin is desirable. Experience in one or more of following the prison sectors is desirable: strategic planning; policy development; training design and delivery; and prison security management. Qualifying years of experience are calculated following the receipt of the first level university degree recognized by the United Nations.

Language: English and French are the working languages of the United Nations Secretariat. For the post advertised, fluency in oral and written English is required. Knowledge of French is desirable. Knowledge of any other official United Nations 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 persons who have met the identified experience and who have received authorization and who are nominated by their National Authorities to apply for this Job Opening will be considered. Appointments are limited to service on posts financed by the support account of peacekeeping operations reserved for active-duty officers who serve on secondment. In order to promote gender balance female candidates are highly encouraged to apply.