



**UNITED NATIONS ASSISTANCE MISSION IN SOMALIA  
(UNSONM)**

**UNITED NATIONS CORE VALUES: INTEGRITY, PROFESSIONALISM, RESPECT FOR DIVERSITY  
THIS POSITION IS OPEN TO SOMALI NATIONALS ONLY AND DOES NOT HAVE INTERNATIONAL BENEFITS**

**FEMALE CANDIDATES ARE PARTICULARLY ENCOURAGED TO APPLY**

**DEADLINE FOR APPLICATIONS: 18 AUGUST 2020**  
**DATE OF ISSUANCE: 20 JULY 2020**  
**FUNCTIONAL TITLE: ASSOCIATE POLITICAL AFFAIRS OFFICER**  
**LEVEL: NO-B**  
**SECTION: POLITICAL AFFAIRS AND MEDIATION GROUP (PAMG)**  
**LOCATION: BAIDOA**  
**DURATION OF CONTRACT: ONE (1) YEAR FIXED TERM**  
**VACANCY ANNOUNCEMENT NUMBER: UNSOM/PAMG/020/2020**

**Special Notice**

This position is funded for an initial period of one year, extension of appointment will be subject to budgetary approval. Appointment against this post is on a local basis. The candidate is responsible for any travel expenses incurred in order to take-up the appointment. All applicants are strongly encouraged to apply on-line as soon as possible after the job opening has been posted and well before the deadline stated in the job opening.

Interested applicants who are working with UN Contractors must fulfil the obligations of their contracts with the UN Contractors in order to be eligible to apply for this vacancy.

**Organizational Setting and Reporting Relationships:**

This position is located in the Political Affairs and Mediation Group of the United Nations Assistance Mission in Somalia, in Baidoa. The Associate Political Affairs Officer at this level reports to the Political Affairs Officer.

**Duties and Responsibilities:**

Within delegated authority, the Associate Political Affairs Officer will be responsible for the following duties:

- Monitoring and following up proceedings and relevant developments in the South-West State (SWS) Assembly, including the election processes of State Assembly members, key legislation processes, the SWS constitutional process, as well as SWS Presidential elections;
- Drafting daily situation reports, notes to file, as well as analyses reports;
- Monitoring trends in relations between SWS and the Federal Government of Somalia (FGS), including developments in FGS relations with other Federal Member States;
- Monitor and collect information relating to clan conflict and reconciliation efforts in SWS;
- Keeps abreast of latest trends and developments in the area of assignment and provides inputs on issues to senior officials and colleagues in the field mission;
- Prepares summaries of articles from a wide variety of sources and drafts a variety of correspondence, and sections of reports;
- Monitors political, socio-economic, and other politically relevant developments in an assigned area,
- Provides input into political, humanitarian and economic efforts and programmes;
- Creates databases that track project progress and provides other information relevant to assigned area;
- Performs other related duties as required.

## Competencies

- **Professionalism:** Shows pride in work and in achievements; Demonstrates professional competence and mastery of subject matter; Is conscientious and efficient in meeting commitments, observing deadlines and achieving results; Is 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.
- **Team Work:** 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.
- **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.

## Qualifications:

**Education:** Advanced university degree (Master's degree or equivalent) degree in Political Science, International Relations, International Economics, Law, Public Administration, or related field. A first-level university degree in combination with two additional years of qualifying experience may be accepted in lieu of an advanced university degree.

**Experience:** A minimum of two years of progressively responsible experience in political science, international relations, law, disarmament, security, development management, conflict resolution or related areas.

**Language:** English and French are the working languages of the United Nations Secretariat. For the position advertised, fluency in English and Somali (both oral and written) is required. Knowledge of another UN official language is an advantage. Proficiency in Somali Maay language desirable.

## Method of

**Evaluation:** Qualified candidates for this position may include a substantive assessment which will be followed by a competency-based interview.

## Additional Information:

Candidates who are not selected, but whose performance in the interview process nevertheless demonstrated them to be suitable for a similar function may be kept on a roster for up to seven years. Candidates placed on the roster may be considered for selection against future vacancies for the same function and level.

## How to Apply:

Qualified candidates may submit their applications including their United Nations Personal History form (PHP) to the address mentioned below on or before the deadline. **The PHP is on the <https://unsos.unmissions.org/jobs>.** Applications submitted after the deadline **18 August 2020** will not be accepted. **Curriculum Vitae (CV) will not be accepted.** Only shortlisted applicants will be contacted for interview. **[FEMALE CANDIDATES ARE PARTICULARLY ENCOURAGED TO APPLY](#)**

Email: [recruitment-unsoa@un.org](mailto:recruitment-unsoa@un.org)

**Please quote, vacancy announcement number and functional title in the subject line.**

**Kindly attach a copy of PHP, all relevant academic Certificate, NISA Certificate, CID Certificate, Passport and or National Identification Card. These are required as part of your application for consideration of eligibility. Please note CID and NISA Certificates are required at a later stage of the recruitment process.**

The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs.

**THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, OR TRAINING).**