

Posting Title : Associate Environmental Officer (P2)
Job Code Title : Associate Environmental Officer
Department/ Office : International Seabed
Authority Location : KINGSTON
Posting Period :
Job Opening number :
Staffing Exercise : N/A

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

Org. Setting and Reporting

This position is located within the Office of Environmental Management and Mineral Resources (OEMMR) of the International Seabed Authority (ISA) located in Kingston, Jamaica, reporting to the Programme Manager (Marine Environment).

OEMMR provides scientific and technical input into the development and implementation of the rules, regulations and procedures for the conduct of activities in the Area. Furthermore, OEMMR supports the development and implementation of regional environmental management plans, environmental impact assessment, as well as ISA's work to promote and encourage the conduct of marine scientific research in the Area.

Responsibilities

The incumbent will be responsible for the following duties:

1. Preparation of technical studies, workshop reports and other publications and knowledge products based on commissioned studies and/or results from expert workshops, which contribute to further strengthening the knowledge base for the protection of the deep-sea marine environment and biodiversity;
2. Provide technical and administrative inputs in the organization of activities, workshops, and initiatives aimed at the development, monitoring, and implementation of regional environmental management plans in priority areas in the Area;
3. Carry out review of literature, including best practices relating to the design and implementation of area-based management tools, environmental assessments and monitoring, and other effective management measures, to inform expert discussions;
4. Support stakeholder consultations related to environmental management and planning, including the compilation and categorization of stakeholder comments;

5. Support the establishment of partnerships with other international organisations which can contribute to the design and definition of the development, monitoring, and implementation of regional environmental management plans in priority areas in the Area;
6. Prepare infographics, presentations and other communication materials to promote the dissemination of knowledge and information from ISA's work;
7. Support ISA's engagement with scientific and other organizations and ISA's active participation in other inter-governmental expert processes; and
8. Perform other duties related to environmental management as requested by the Director of OEMMR.

Competencies

Professionalism: Knowledge and understanding of ISA mandate, as well as key policy issues and trends. Knowledge and understanding of theories, concepts and approaches relevant to ocean strategic programme planning, monitoring and evaluation. Ability to identify issues, analyze and participate in the resolution of issues/problems. Ability to conduct data collection using various methods. Conceptual analytical and evaluative skills to conduct independent research and analysis, including familiarity with and experience in the use of various research sources, including electronic sources on the internet, intranet and other databases. Ability to apply judgment in the context of assignments given, plan own work and manage conflicting priorities. Shows pride in work and in achievements. Demonstrates professional competence and mastery of subject matters. 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.

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.

Client Orientation: Considers all those to whom services are provided to be "clients" and seeks to see things from clients' point of view; Establishes and maintains productive partnerships with clients by gaining their trust and respect; Identifies clients' needs and matches them to appropriate solutions; Monitors ongoing developments inside and outside the clients' environment to keep informed and anticipate problems; Keeps clients informed of progress or setbacks in projects; Meets timeline for delivery of products or services to client.

Education

1. Advanced university degree (Master's degree or equivalent) in environmental sciences (e.g. oceanography, biology), environmental management, or a related field.

A first-level university degree in combination with two additional years of experience related to environmental management or spatial planning may be accepted in lieu of the advanced university degree.

Work Experience

1. A minimum of two (02) years of progressively responsible experience in environmental management, marine protected areas, marine spatial planning or a related area is required.
2. Experience in writing technical reports is required.
3. Experience in dealing with policies, regulations and rules within the UN common system or other intergovernmental organizations is desirable.

Languages

English and French are the working languages of the Authority. For the post advertised, fluency in English is required. Knowledge of another UN official language is an advantage.

Assessment

Candidates may undergo a substantive and a competency-based interview. Only shortlisted candidates will be contacted.

Special Notice

Staff members are subject to the authority of the Secretary-General and to assignment by him or her. In this context, all staff are expected to move periodically to new functions in their careers in accordance with established rules and procedures.

Other Information

1. The selected candidate will be subject to a reference verification process in accordance with the ISA policy. The process will include but is not limited to, verification of the information provided in the personal history form and a criminal record check. All candidates should be in a position to submit electronic copy of their passport and all diplomas listed on their profile when requested;
2. Applicants may check the status of vacancies on ISA web-site;
3. Only nationals of ISA Member States are eligible for consideration;
4. Consideration is given to achieving diverse gender, geographical and economic representation at the ISA, to the extent possible;

The ISA reserves the right to not make any appointment to the vacancy, and/or to make an appointment at a lower level from the one advertised.

Application guidelines

Candidates can access JPO vacancy announcements and the correct application procedure on the donor's website (ie. Website of the Ministry of Foreign Affairs of the donor country or similar dedicated website). Candidates do not directly apply to ISA. Please verify and send your application as guided by the donor.

The preliminary assessment of candidacies is carried out, in most cases, by the respective donor(s) who take into account language skills, academic background and professional experience. A short-list is then submitted by the donor to ISA for further processing.

In all cases, candidates will be asked to complete the required Personal History Form (P11). The form can be found online at this link - > <https://www.isa.org.jm/jobs>

United Nations Considerations

According to article 101, paragraph 3, of the Charter of the United Nations, the paramount consideration in the employment of the staff is the necessity of securing the highest standards of efficiency, competence, and integrity. Candidates will not be considered for employment with the United Nations if they have committed violations of international human rights law, violations of international humanitarian law, sexual exploitation, sexual abuse, or sexual harassment, or if there are reasonable grounds to believe that they have been involved in the commission of any of these acts. The term "sexual exploitation" means any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another. The term "sexual abuse" means the actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions. The term "sexual harassment" means any unwelcome conduct of a sexual nature that might reasonably be expected or be perceived to cause offence or humiliation, when such conduct interferes with work, is made a condition of employment or creates an intimidating, hostile or

offensive work environment, and when the gravity of the conduct warrants the termination of the perpetrator's working relationship. Candidates who have committed crimes other than minor traffic offences may not be considered for employment.

Due regard will be paid to the importance of recruiting the staff on as wide a geographical basis as possible. The United Nations places 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 Secretariat is a non-smoking environment.

The paramount consideration in the appointment, transfer, or promotion of staff shall be the necessity of securing the highest standards of efficiency, competence, and integrity. By accepting an offer of appointment, United Nations staff members are subject to the authority of the Secretary-General and assignment by him or her to any activities or offices of the United Nations in accordance with staff regulation 1.2 (c). In this context, all internationally recruited staff members shall be required to move periodically to discharge new functions within or across duty stations under conditions established by the Secretary-General.

Applicants are urged to follow carefully all instructions available in the online recruitment platform, inspira. For more detailed guidance, applicants may refer to the Manual for the Applicant, which can be accessed by clicking on "Manuals" hyper-link on the upper right side of the inspira account-holder homepage.

The evaluation of applicants will be conducted on the basis of the information submitted in the application according to the evaluation criteria of the job opening and the applicable internal legislations of the United Nations including the Charter of the United Nations, resolutions of the General Assembly, the Staff Regulations and Rules, administrative issuances and guidelines. Applicants must provide complete and accurate information pertaining to their personal profile and qualifications according to the instructions provided in inspira to be considered for the current job opening. No amendment, addition, deletion, revision or modification shall be made to applications that have been submitted. Candidates under serious consideration for selection will be subject to reference checks to verify the information provided in the application.

Job openings advertised on the Careers Portal will be removed at 11:59 p.m. (New York time) on the deadline date.

No Fee

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, OR TRAINING). THE UNITED NATIONS DOES NOT CONCERN ITSELF WITH INFORMATION ON APPLICANTS' BANK ACCOUNTS.