



Vacancy No: CALL/D/2017/02

Date: 31 January 2017

Title: Director, Research Department

Application Deadline (midnight Geneva time) 2 March 2017

Grade: D2

Organization unit: DDG/P RESEARCH

Contract type: Fixed-term Appointment

Duty Station: Geneva, Switzerland

#### General introduction

Under article 4.2, paragraph (d) and (e) of the Staff Regulations, the filling of vacancies in grades D1 and D2, as well as in grade P5 for all Director positions in field offices does not fall under Annex I of the Staff Regulations and is made by direct selection by the Director-General

In order to support the best informed process in the filling of the following vacancy by direct selection: Director, Research Department (D2), the ILO invites interested candidates to submit their curriculum vitae online by the above date (midnight Geneva time).

The following are eligible to apply:

- Internal candidates in accordance with paragraphs 31 and 32 of Annex I of the Staff Regulations.
- External candidates

Staff members with at least five years of continuous service with the Office are encouraged to apply and will be given special consideration at the screening and evaluation stage.

The ILO values diversity among its staff and aims at achieving gender parity. We welcome submissions from qualified women and men, including those with disabilities.

Conditions of employment are described in the Appendix.

#### INTRODUCTION

The Research Department is responsible for conducting research on labour and employment issues to contribute to the formulation of ILO policies that effectively tackle labour market and social problems to achieve more sustainable development. To this end, the Department produces flagship publications such as the World Employment and Social Outlook, policy briefs, studies that examine the inter-linkages between economic growth and social equity and the International Labour Review. The Research Department's agenda is a central component of the overall research agenda within the ILO's Policy Portfolio.

The Director leads the development and implementation of the research agenda for the Department in accordance with the priorities of the ILO, in areas such as macroeconomic policies and jobs, work, income and equity, regional and country policy assessment, globalization, competitiveness and labour standards and promotes, facilitates and oversees cutting-edge research. The ILO's Centenary Initiative on the Future of Work will continue to occupy a central place in the research agenda through 2019, after which it will inform research on the ILO's ongoing policy agenda.

The Director also contributes to the overall strategic vision for research within the ILO's Policy Portfolio. The incumbent ensures that the Department works in close collaboration with other ILO departments, field offices and constituents and is also responsible

for developing and maintaining close collaborative relationships with relevant international organizations, academic institutions and other key actors.

This position reports to the DDG/P. The position also reports regularly to the Director-General on key research issues relevant to his broad oversight responsibility for the development and implementation of the research agenda.

#### Description of Duties

1. Provide intellectual leadership and strategic direction for the Office's work in the area of research within the framework of the Office-wide research agenda.
2. Lead and promote cutting-edge research, including collaborative and interdisciplinary research, on employment and social issues and the future of work.
3. Create a working environment that promotes collaboration as well as intellectual and research growth.
4. Oversee the production of quality policy-relevant research, notably in the form of flagship reports such as the World Employment and Social Outlook Report as well as policy briefs, research studies and issues of the International Labour Review.
5. Develop and maintain joint research activities and policy debates and collaborate with other UN agencies to ensure that member States are supported to implement evidence-based policies to tackle employment and social policy challenges.
6. Ensure dissemination and provision of effective evidence-based advisory services to ILO constituents.
7. Manage the work of the Research Review Group, which reviews the research of the department and advises on research themes.
8. Promote interdepartmental research cooperation.
9. Influence global and national thinking and policy on key employment and social policy issues by providing relevant quality research in a timely manner. Raise the ILO's visibility and influence in debates on employment and social policy challenges, notably as regards development, job-rich growth and income inequalities. This includes contributions to the International Labour Conference, the G20 and other global fora.
10. Represent the Organization at high-level meetings and negotiations on research-related issues and promote the ILO's research outcomes within the UN inter-agency system. Build and coordinate partnerships with research networks, think tanks and global and regional institutions.
11. Represent the Department in the Policy Senior Management Team (PSMT), chaired by the DDG/P, and ensure effective coordination, joint work planning and implementation with other departments and the field. Provide leadership for the ILO global technical team on research, including regional field specialists on research and related departments of the ILO/ITC. Work closely with ILO's Statistics Department and other departments to ensure that sound and up-to date data is maintained to support policy design, implementation, monitoring and evaluation.
12. Take overall responsibility for managing the Department's human and financial resources, determining priorities and allocating resources for the completion and timely delivery of work products in accordance with results-based management principles. Ensure that key risks are identified, assessed and managed for the achievement of agreed results and that risk management is embedded in all core processes and functions.
13. Lead and manage the staff of the Research Department, including by establishing workplans and evaluating performance based on objectives. Foster a harmonious working environment and help staff members to achieve their potential. Provide guidance, training and integrated approaches to human resource and career development issues.
14. Mobilize extra-budgetary resources to meet the needs of the Department. Represent the Office as required, in coordination

with PARDEV, at high-level donor meetings for resource mobilization for research activities.

## DESIRABLE PROFILE

The set of qualifications below is indicative of the type of experience, education, language skills and competencies expected for this position.

## EDUCATION

Advanced university degree in Economics or another social sciences discipline, preferably at the doctoral level.

## EXPERIENCE

Minimum of 15 years of progressively responsible professional work experience in the field of research on employment and labour issues, including at the international level, and at least ten years in a managerial capacity. Proven ability to publish top quality books and/or journal articles.

## LANGUAGES

Excellent oral and written command of one of the ILO's working languages (English, French and Spanish). A good working knowledge of a second language would be an advantage.

## COMPETENCIES

The ILO core competencies at the managerial level are required and the following are of particular importance.

Skill in developing and implementing new research strategies and formulating policy. Ability to create a strategic vision. Strong advocacy skills and ability to build partnerships. Strategic planning skills. Excellent and proven knowledge of operational, administrative and financial procedures, practices and rules in organizations of similar size and complexity. Excellent skills in programme development, execution, monitoring and evaluation. Proven skills and ability in advising and leading work teams. Effective communication and leadership skills. Strong interpersonal skills and integrity. Ability to deal effectively with constituents and donor agencies. Strong decision-making and problem-solving skills. Ability to work in a multicultural environment and to demonstrate gender-sensitive behaviour and attitudes.

## Required Qualifications

### Additional Information:

As part of the recruitment process, candidates will be required to take the ILO high-level Assessment Centre before being considered for interview. The Assessment Centre and interview will tentatively take place between March and April 2017. Candidates are requested to ensure their availability should they be short listed for further consideration.

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APPLICANTS WILL BE CONTACTED DIRECTLY IF SELECTED FOR WRITTEN TEST.

APPLICANTS WILL BE CONTACTED DIRECTLY IF SELECTED FOR AN INTERVIEW.

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## APPENDIX I CONDITIONS OF EMPLOYMENT

- Any appointment/extension of appointment is subject to ILO Staff Regulations and other relevant internal rules. Any offer of employment with the ILO is conditional upon certification by the ILO Medical Adviser that the person concerned is medically fit to perform the specific inherent requirements of the position offered. In order to confirm an offer from the ILO the successful candidate will be required to undergo a medical examination.
- The first contract will be issued for a twelve-month period (for Geneva-based positions) and a twenty-four month period (for non-Geneva based positions).
- A successful external candidate will be on probation for the first two years of assignment.
- Any extension of contract beyond the probation period is subject to satisfactory conduct and performance.

### Grade: D2

Salary and post adjustment		US\$
Salary	Minimum	114668

	rising to	Maximum	125857
	Post adjustment for Geneva	Minimum	87721
		Maximum	96281
<b>Salary and post adjustment (without dependants)</b>			<b>US\$</b>
Salary		Minimum	105345
	Maximum	Maximum	114721
	Post adjustment for Geneva	Minimum	80589
		Maximum	87762

Please note that the above salary levels are determined according to the criteria established by the International Civil Service Commission. The ILO is international public sector employer and salary and other employment conditions are not negotiable.

Other allowances and benefits subject to specific terms of appointment:

- Family allowance
- Children's education grant (per child per year)
- Pension and Health Insurance schemes;
- 30 working days' annual leave;
- Settling-in Grant;
- Entitlement to transport expenses of personal effects;
- Repatriation Grant (if applicable);
- Home-leave travel with eligible dependants every two years;
- Rental subsidy (if applicable).

Recruitment is normally made at the initial step in the grade.

Salaries and emoluments are exempt from taxation by the Swiss authorities and, on the basis of international agreements or national law relating to presence or residence abroad, are generally exempt from taxation by other governments. In the absence of exemption, in most cases tax paid will be reimbursed in accordance with an ILO document which will be supplied upon request.

**While the successful candidate will be initially working in Geneva Geneva, he/she may be assigned to any duty station designated by the Director-General of the ILO.**

Please note that all candidates must complete an on-line application form.

To apply, please visit ILO's e-Recruitment website at: [erecruit.ilo.org](http://erecruit.ilo.org). The system provides instructions for online application procedures.

The ILO does not charge any fee at any stage of the recruitment process whether at the application, interview, processing or training stage. Messages originating from a non ILO e-mail account - @ilo.org - should be disregarded. In addition, the ILO does not require or need to know any information relating to the bank account details of applicants.

Depending on the location and availability of candidates, assessors and interview panel members, the ILO may use communication technologies such as Skype, Video or teleconference, e-mail, etc for the assessment and evaluation of candidates at the different stages of the recruitment process, including assessment centres, technical tests or interviews.



ILO has a smoke-free environment