

Title:	DIRECTOR, INTERNATIONAL INSTITUTE FOR EDUCATIONAL PLANNING (IIEP)
Domain:	Education – Educational Planning and Management
Post Number:	IEP 801
Grade:	D-2
Organizational Unit:	Education Sector
Primary Location:	Paris, France
Recruitment open to:	Internal and external candidates
Type of contract:	Fixed-Term (2 year contract – maximum duration 6 years)
Annual salary:	US \$183,861
Deadline (midnight, Paris time):	10 May 2014

OVERVIEW OF THE FUNCTIONS OF THE POST

The International Institute for Educational Planning (IIEP) is an integral part of UNESCO's Education Sector, operating with statutory institutional autonomy under the guidance of its Governing Board. IIEP promotes an integrated approach to capacity development, including training, research and technical assistance in the areas of policy formulation, as well as educational planning and management in relation to economic and social development. IIEP promotes new concepts and methods of educational policy analysis, planning and management also, and disseminates, by various means, existing knowledge and experience gained in this domain.

Under the authority of UNESCO's Director-General and the direct supervision of the Assistant Director-General for Education, the incumbent provides intellectual leadership and strategic vision to IIEP's programme and staff. Moreover, the incumbent proposes to the IIEP Governing Board, for its approval, the Institute's Medium-Term Strategies, operational plans and associated budgets. The incumbent also ensures that IIEP contributes fully to the achievement of UNESCO's objectives.

Guided by the general policies established by the Governing Board for the IIEP's programme and budget, and under the authority of and within the powers delegated by the UNESCO Director-General, as well as under the direct supervision of the Assistant Director-General for Education, the incumbent is responsible for administering the Institute and for planning, executing and reporting on its programme and budget. The incumbent's responsibilities also include human resource planning, recruitment and performance management, in order to develop motivated and effective teams with appropriate competencies to achieve IIEP's objectives; resource mobilization; and, acting as the external advocate for IIEP, liaising with financial partners and ministries of education, as well as with IIEP's other stakeholders.

REQUIRED QUALIFICATIONS

EDUCATION

- Advanced university degree, preferably at the Doctorate level or equivalent, in Education and/or the Social Sciences.

WORK EXPERIENCE

- At least 15 years of relevant experience, at the senior level, in national and/or international organizations, and of programme design, management and implementation in the field of education, as well as thorough knowledge of the education systems of developing countries, including exposure at the international level in senior executive positions.
- Experience in resource mobilization and partnership development.
- A proven record of senior management and professional experience at the international and intergovernmental levels.

SKILLS/COMPETENCIES

- Commitment to the Organization's, as well as to the Institute's, mandate, vision and strategic direction, as well as to their priorities.
- Proven leadership and managerial skills, a broad general culture and sound analytical capacities, high sense of objectivity, professional integrity and political astuteness.

- Ability to direct change processes at the management level, and familiarity with the administration of an institution accountable to governing bodies.
- Demonstrated ability to mobilize resources in an entrepreneurial spirit and in support of institutional development.
- Relevant experience in the field of educational development, technical assistance, educational policy formulation, planning and management.
- Relevant research ability with identification of emerging educational needs to which an international research and training programme could make a substantial contribution, as well as with exploration of new avenues and patterns of action.
- Ability for strategic planning and management, as well as demonstrated ability to translate strategy into priorities and action, and effectively plan, mobilize and manage resources to deliver results.
- Demonstrated interpersonal skills and ability to provide intellectual leadership and motivate teams in a multicultural environment, as well as to ensure training and development of staff.
- Ability to communicate effectively and persuasively, orally and in writing, with strong representational skills.

LANGUAGES

- Excellent knowledge and drafting skills in one of the working languages of the Organization (English or French) and working knowledge of the second one. Training will be mandatory in order to acquire the required level of the second working language in a reasonable time frame.

DESIRABLE QUALIFICATIONS

EDUCATION

- Other degrees or short- to medium-term training in disciplines relevant to the post would be an advantage.

WORK EXPERIENCE

- Experience in donor relations.
- Experience in the organization and conducting of training programmes.

SKILLS/COMPETENCIES

- Strong global professional network.
- Sound judgement and decision-making skills.
- Ability to identify key strategic issues, objectives, opportunities and risks.
- Ability to interact with a wide range of high-level partners, as well as demonstrated partnership development and fundraising experience.

LANGUAGES

- A working knowledge of another official United Nations language (Arabic, Chinese, Russian or Spanish) would be an asset.

BENEFITS AND ENTITLEMENTS

UNESCO's salaries are calculated in US dollars. They consist of a basic salary and a post adjustment, which reflects the cost of living in a particular duty station, as well as exchange rates. Other benefits include: 30 days annual leave, family allowance, home travel, education grant for dependent children, pension plan and medical insurance. More details can be found on the [ICSC Website](#).

Please note that UNESCO is a no-smoking Organization.

A WRITTEN EXAMINATION MAY BE USED IN THE EVALUATION OF CANDIDATES.