
MISSION IN COLOMBIA JOB OPENING

Internal / External

Job Title & Level: **Associate Security Coordination Officer NOB**

Department/Office: **UN MISSION IN COLOMBIA**

Location: **BOGOTA, COLOMBIA**

Posting Period: **2 weeks (08 – 22 November 2016)**

Job Opening Number: **MC-NJO-2016-066**

UNITED NATIONS CORE VALUES: INTEGRITY, PROFESSIONALISM, RESPECT FOR DIVERSITY

The Human Resources Section invites all interested and qualified candidates to apply for the announced position. All interested candidates should submit their applications (Personal History Profile - P11 and/or CVs) and copies of their educational certificates to the Recruitment Unit via email: MCrecruitment@un.org.

Please include also the job opening number of the above position in your e-mail application. Acknowledgment will be sent to short listed candidates only.

Recruitment for this position is subject to funding and Mission Mandate approval.

Organizational Setting and Reporting:

The position is provided by the United Nations Mission in Colombia based in Bogota and will reinforce the existing security resources provided by the UNCT. The Associate Security Coordination Officer will report to the Chief Security Adviser /Chief Security Officer (CSA/CSO).

Responsibilities

Within delegated authority, the Security Coordination Officer will be responsible for the following duties:

- Is responsible for drafting and implementation of Security Standard Operating Procedures (SSOP), Minimum Operating Security Standards (MOSS), Residential Security Measures (RSM), Security and Contingency Plans as well as other relevant documentation and procedures for both, the UNCT and the Mission.
- Maintains continuing lines of communication with security focal points of both the UNCT Agencies and the Mission.
- He/she will lead the Security Plans and Operations Unit which includes the unified Security Operations Center (SOC).

- Serves as a member of the United Nations Security Management Team, contributing to implementation and evaluation of the effectiveness of the security plan.
- Assesses prevailing local security conditions, identifying security trends and advising UN staff, project personnel and dependents on potential security threats.
- Maintains an ongoing evaluation of air, land and sea evacuation routes and resources for use in emergencies, ensuring the availability of vehicles, aircraft, vessels, fuel supply and assessable roads.
- Provides advice and training to staff and dependents on residential security measures such as window guards, alarm systems and locks to minimize burglar intrusions.
- Maintains dialog with authorities and international institutions such as Red Cross/Red Crescent in the event of natural disasters.
- Coordinates all necessary security support to SUNO visits and UN sponsored events including SRM and coordination with local authorities.
- Ensures availability of emergency communications system by making periodic checks to determine if system is functioning properly; arranges for necessary repairs or adjustments.
- Assumes responsibility for guard force management.
- Performs other duties, as assigned.

Competencies:

Professionalism: Good basic skills in security specialization to be able to recognize and evaluate the seriousness of threats and potential dangers. Well-developed analytical skills. Ability to appraise and evaluate the security-related implications of economic, political, cultural and historical variables in the country. 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. Commitment to implementing the goal of gender equality by ensuring the equal participation and full involvement of women and men in all aspects of work.

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.

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.

Education:

- An advanced university degree (Master's degree or equivalent such as a senior command and staff qualification) in security management or business administration, political/social/military science or international relations with focus on security management;
- A first-level university degree in combination with two additional years of qualifying experience in military, police or security management may be accepted in lieu of the advanced university degree;

Work experience:

- A minimum of two years of progressively responsible experience in security operations centre or similar entities within a military, police or security organization is required; of which
- At least one year of experience in managing a military, police or security unit operating in a conflict or post conflict environment is required; and

Languages:

English and French are the working languages of the United Nations Secretariat. For this position fluency in English and Spanish (both oral and written) is required.

United Nations Considerations

Candidates will be required to meet the requirements of Article 101, paragraph 3, of the Charter as well as the requirements of the position. The United Nations is committed to the highest standards of efficiency, competence and integrity for all its human resources, including but not limited to respect for international human rights and humanitarian law. Candidates may be subject to screening against these standards, including but not limited to whether they have committed or are alleged to have committed criminal offences and/or violations of international human rights law and international humanitarian law. 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. (Charter of the United Nations – Chapter 3, article 8). The United Nations Secretariat is a non-smoking environment.