



Job Opening

Posting Title: Director, United Nations Interregional Crime and Justice Research Institute, D2
Job Code Title: DIRECTOR, PROGRAMME MANAGEMENT
Department/ Office: United Nations Interregional Crime and Justice Research Institute
Duty Station: TURIN
Posting Period: 21 July 2014-20 August 2014
Job Opening number: 14-PGM-UNICRI-36483-D-TURIN (X)

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

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Special Notice

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

Org. Setting and Reporting

The post is located at the United Nations Interregional Crime and Justice Research Institute (UNICRI) in Turin, Italy. In line with the Statute and priorities established by the Board of Trustees of UNICRI, the Director of the Institute reports to the Board on substantive matters and, in accordance with the Secretary-General's decision, to the Executive Director of the United Nations Office on Drugs and Crime (UNODC), who exercises oversight functions of the human resources, financial resources, and other administrative aspects of the Director's work in full conformity with UN rules and regulations. For more information on UNICRI, please visit our website: www.unicri.it

Responsibilities

The Director will be responsible for the following duties:

- Direct, manage and administer the Institute in accordance with the general substantive directives issued by the Board of Trustees of UNICRI within the framework of the United Nations regulations, rules, policies and delegated authority and under the overall guidance of the Commission on Crime Prevention and Criminal Justice.
- Provide leadership in the development and implementation of the substantive work programme of the Institute, including fund-raising to ensure a high programme portfolio and delivery rate, in the areas of crime prevention and criminal justice in line with principles, guidelines, policies, priorities established by the Board of Trustees of UNICRI and under the overall guidance of the Commission on Crime Prevention and Criminal Justice.
- Oversee the programmatic work necessary for the functioning of the Institute, including preparation of result-based budgets, assigning and monitoring performance parameters and critical indicators under the overall guidance of the Executive Director of UNODC.
- Provide the Board of Trustees and the Commission on Crime Prevention and Criminal Justice with substantive advice on crime prevention and criminal justice matters. Submit mandated reports to the Economic and Social Council through the Commission on Crime Prevention and Criminal Justice.
- Ensure that the management of the financial and human resources of UNICRI is fully compliant with the United Nations regulations and rules, and allocate resources for the completion of outputs and their timely delivery.
- Report to the Board of Trustees of UNICRI on budget and programme performance, particularly those related to the biennium budget approved by the Board.
- Oversee the design and undertaking of research and training activities to build capacity in crime prevention and criminal justice in partnerships with other research, training institutes and universities, such as with the University of Turin in the development and conduct of the Masters Programme in International Criminal Law.

Competencies

- **Professionalism:** Has solid knowledge of the United Nations system and its administrative procedures. Has knowledge of and professional competence in fields related to crime prevention and criminal justice, as well as a good understanding of the mandates, policies and technical cooperation mechanisms of the United Nations Office on Drugs and Crime and the United Nations Crime Prevention and Criminal Justice Programme Network. Has knowledge of the substantive field of work in general and of specific areas under his/her supervision. Has proven ability to develop and implement strategies to mobilize resources, particularly for research and technical cooperation activities. Has proven ability to manage large organizations, preferably at the international level, made of sizable work units of specialists in different fields and with a large portfolio. Shows ability to produce reports and papers on technical issues and to review and edit the work of others. Shows ability to apply UN rules, regulations, policies and guidelines in work situations. 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.
- **Accountability:** Takes ownership of all responsibilities and honours commitments; delivers outputs for which one has responsibility within prescribed time, cost and quality standards; operates in compliance with organizational regulations and rules; supports subordinates, provides oversight and takes responsibility for delegated assignments; takes personal responsibility for his/her own shortcomings and those of the work unit, where applicable.
- **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.
- **Managing performance:** Delegates the appropriate responsibility, accountability and decisionmaking authority; makes sure that roles, responsibilities and reporting lines are clear to each staff member; accurately judges the amount of time and resources needed to accomplish a task and matches task to skills; monitors progress against milestones and deadlines; regularly discusses performance and provides feedback and coaching to staff; encourages risk-taking and supports creativity and initiative; actively supports the development and career aspirations of staff; appraises performance fairly.
- **Leadership:** Serves as a role model that other people want to follow: empowers others to translate vision into results; is proactive in developing strategies to accomplish objectives; establishes and maintains relationships with a broad range of people to understand needs and gain support; anticipates and resolves conflicts by pursuing mutually agreeable solutions; drives for change and improvements; does not accept the status quo; shows the courage to take unpopular stands. Provides leadership and takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work; demonstrates knowledge of strategies and commitment to the goal of gender balance in staffing.

Education

Advanced university degree (Master's degree or equivalent) in criminology, public administration, management, law, international relations and/or other related field, is required. Academic specialization in crime prevention and criminal justice, or closely related issues, is highly desirable. A first-level university degree in similar fields in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree.

Work Experience

Over fifteen years of progressively responsible working experience, most of which should be at the international level, preferably also in developing countries, in such areas as research, policy analysis, technical assistance and cooperation is required. Solid managerial experience, including at the senior level, and experience in programme development and implementation, in the areas of crime prevention and criminal justice, is also required. Experience in managing international technical assistance in crime prevention and criminal justice or closely related issues is highly desirable. Experience in or with the United Nations system or similar international organization is an asset.

Languages

English and French are the working languages of the United Nations Secretariat. For the posts advertised, fluency in English is required. Knowledge of another UN official language is an advantage. Knowledge of Italian is desirable.

Assessment Method

Evaluation of qualified applicants may include an assessment exercise which may be followed by a competency-based interview.

United Nations Considerations

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.

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.

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.

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