



## Junior Professional Officers (JPO) Programme

### Terms of Reference

#### GENERAL INFORMATION

**Title:** Junior Professional Officer – Higher Education

**Organizational Unit:** Section of Higher Education (ED/PLS/HED), Division for Policies and Lifelong Learning Systems, Education Sector

**Duty Station:** Paris, France

#### BACKGROUND INFORMATION

UNESCO's Higher Education Section provides evidence-based knowledge and technical support to Member States to enhance their higher education systems and policies and strengthen international cooperation in the field.

Part of its mandate included the implementation of the Campus Africa flagship programme, framed within the context of UNESCO's Operational Strategy for Priority Africa (2022-2029). The flagship seeks to enhance access to and quality of higher education in support of the SDGs in Africa, with a focus on three main pillars – (i) enhancing the research capacity of African tertiary institutions and increasing research outcomes through effective networking, knowledge sharing and partnerships; (ii) developing doctoral studies and facilitating mobility and access to scholarships and study grants; and (iii) improving relevance through partnerships with employers and youth skill development to enhance employability and entrepreneurship. It is underpinned by two cross-cutting pillars focusing on recognition and quality assurance as well as data and statistics.

#### SUPERVISION

**Direct supervision by:** Borhene Chakroun, Director for Policies and Lifelong Learning Policies and Chief of the Section for Higher Education a.i.

Under the overall authority of the Director for Policies and Lifelong Learning Systems, the joint supervision of the Chief of the Higher Education Section (ED/PLS/HED) and in close coordination with the Senior Project Officer, the Junior Professional Officer will contribute to UNESCO's Campus Africa flagship which seeks to enhance access to and the quality of higher education in support of the SDGs on the African continent.

#### DUTIES AND RESPONSIBILITIES

Within this context, the JPO will be responsible for:

- Supporting project coordination efforts with UNESCO field offices, category 1 institutes and recognition convention Secretariats, with a focus on the pillars related to enhancing research capacities and doctoral programmes/academic mobility and employability of higher education graduates in Africa.

- Facilitating collaboration and partnership building with UNESCO Chairs, UNESCO-UNEVOC centres and other relevant actors and networks, particularly in Africa.
- Contributing to research and analysis on key challenges and priorities facing African tertiary education institutions.
- Drafting inputs for papers, briefings, speeches, publications and other materials.
- Backstopping the organization of side events, information meetings and missions.
- Facilitating cooperation with Italian institutions and partners active in international cooperation.
- Supporting the monitoring and reporting on the Campus Africa flagship, in accordance with statutory obligations under the C/5 and donors' requirements.

## REQUIRED QUALIFICATIONS

**Education:** Advanced university degree (Master's degree or equivalent) in education, international relations or a related field.

**Work experience:**

- Preferably a minimum of 2 years of professional experience in programme/project management, education, international relations or related areas.
- Experience working in the field of education in an international organization or government is desirable.
- Experience in the field of higher education is an asset.

**Competencies and skills:**

- Excellent organizational and planning skills.
- Excellent (oral and written) communication skills, including the ability to draft and produce a variety of written material in a clear and concise manner.
- Strong research and analysis skills.
- Ability to work effectively in a team and to maintain good working relations within a multi-cultural environment.
- Ability to work under pressure and meet deadlines.

**Languages:** Excellent knowledge of English. Working knowledge of French is desirable.

## LEARNING ELEMENTS

The JPO will:

- Acquire practical experience in the field of higher education.
- Contribute to the implementation of the Campus Africa flagship and gain a broader understanding of UNESCO's work related to internationalization in higher education.
- Develop an understanding of the unique challenges facing African higher education systems and hands-on experience working with field offices.
- Deepen understanding of intergovernmental processes, multilateral negotiations and technical cooperation in the United Nations.
- Strengthen project coordination skills, including planning, monitoring and reporting.
- Enhance professional competences, notably problem solving, time management, teamwork, intercultural exchange and communication.