

UNOPS helps its partners in the United Nations system meet the world's needs for building peace, recovering from disaster, and creating sustainable development. UNOPS is known for its ability to implement complex projects in all types of environments around the globe. In an effort to promote organizational excellence, UNOPS seeks highly qualified individuals; qualified female candidates are strongly encouraged to apply for the following position in the below project:

### Vacancy Details

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<b>Vacancy Code</b>	<b>2008/NAO/SUD/MAU/08-13</b>
<b>Post Title</b>	<b>Director of the Mine Action Sector/Programme Manager – Re-advertisement</b>
<b>Post Level</b>	<b>ALD/L6 (Equivalent to ICS 13)*</b>
<b>Project</b>	<b>UN Mine Action Programme in Sudan</b>
<b>Duty Station</b>	<b>Khartoum, Sudan (with frequent travel within Sudan)</b>
<b>Duration</b>	<b>6 months with possibility of extension, subject to availability of funds</b>
<b>Closing Date</b>	<b>23 September 2008</b>

### Project Background

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The United Nations Mine Action Service (UNMAS) established a Mine Action Programme in Sudan in March 2002 and requested the United Nations Office for Project Services (UNOPS) to assist with its implementation.

The Comprehensive Peace Agreement (CPA) between the Government of Sudan (GoS) and the Sudanese Peoples Liberation Movement/Army (SPLM/A) was signed on 9 January 2005 bringing an end to the decades of internal conflict between North and South. The first reference to a "United Nations Mine Action Office" in Sudan was made in Chapter IV (Security Arrangement) of the CPA. It is stipulated that the UN Peace Support Mission, in conjunction with the United Nations Mine Action Office (UNMAO) will assist both parties by providing technical advice and coordination, and additional demining assistance where necessary. Given the clear stipulation in the CPA, as well as the principle of the UNMIS to have a "unified" UN programme in Sudan, the UN entities, namely UNMAS, UNICEF and UNDP, as well as the Under Secretary-General of the Department of Peacekeeping Operations, agreed to work under the framework of the United Nations Mine Action Office (UNMAO).

The establishment of a United Nations Mine Action Office (UNMAO) with headquarters in Khartoum followed, supported by regional mine action offices in Kadugli (North), Juba (South), and more recently El Fasher (Darfur).

As a result of the unified approach, the UNMAO became responsible for three main pillars: support to Peacekeeping Operations, provision of emergency and humanitarian mine action activities, and development of national operational and institutional capacity.

### Duties and Responsibilities

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1. Responsible for developing and maintaining a mine action concept of operations and a mine action plan under the guidance of the Deputy Special Representative of the Secretary-General (DSRSG) and in cooperation with the UNMIS and UNAMID peacekeeping missions, UN agencies, local authorities and other relevant partners. Director of the Mine Action Sector in Sudan/Programme Manager (DMAS/PM) will advise UNMIS, UNAMID, and other UN agencies and the local authorities on all aspects of a comprehensive mine action programme, including coordination, institutional arrangements, information management, quality management, clearance, survey, marking, risk

reduction education and resource mobilisation. In consultation with UNMAS and other relevant agencies, advise and assist local authorities in establishing and/or supporting national mine action programmes.

2. Responsible for establishing and maintaining a database of landmine and ERW-related information, and a master map of areas of interest and suspect hazard areas. DMAS/PM actively seeks the information necessary to update and refine this database. He/she will act as the point of contact for UNMIS and UNAMID, UN agencies, non-governmental organizations and other organizations seeking information on the mine/ERW situation.
3. Responsible for the management of all the UN mine action activities within approved budget sourced by peacekeeping assessed, UNDP and voluntary donor contributions The DMAS/PM, within the delegation of authority, will be responsible for budget management.
4. Responsible for all personnel, equipment, administration and operations of the mine action programme. He/she will direct and supervise the work of all programme staff.
5. Responsible for active resource mobilisation of voluntary donor contribution in close cooperation with the Headquarters.
6. Report directly to UNMAS and DSRSG in consultation with UNMIS and UNAMID Force Commanders when necessary, for issues related to programme objectives, priorities and relations with Governments and local authorities. The DMAS/PM will provide mine action technical advice and services to all components of UNMIS and UNAMID as a priority for accomplishment of overall Mission mandates.
7. Report directly to UNMAS for programme management at strategic and policy-making level (in consultation with UNOPS, UNMIS and UNAMID, such as institutional arrangements, coordination with UN and non-UN partners, resource mobilization and general policy issues).
8. Report directly to UNOPS (or the UNOPS-designated official) for issues related to programme/project management and implementation, including definition of operational priorities (in consultation with UNMAS, UNMIS and UNAMID issues concerning recruitment and administration of international and local personnel, and, when applicable, contracting for firms/NGOs, procurement of equipment and financial management of programme.
9. Oversee the effort to transition to national ownership all aspects of the programme in accordance with nationally accepted technical standards and internationally accepted norms for management, financial oversight and transparency.
10. Provide required reports to UNMIS, UNAMID, UNMAS and UNOPS on regular basis.
11. Carry out any other tasks directed by UNMIS, UNAMID, UNMAS and UNOPS.

### Required Competencies & Knowledge

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- **Leadership** - Proven supervisory ability and leadership. Ability to maintain effective working relations both as a team member and team leader.
- **Planning & Organizing** - Ability to manage, organize, plan and implement work assignments, juggle competing demands and work under pressure of frequent and tight deadlines.
- **Judgment** - Demonstrated ability to apply good judgment and decision making skills.
- **Teamwork** - Strong interpersonal skills and ability to establish and maintain effective partnerships and working relations with people in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- **Communications** - Strong spoken and written communication skills.
- **Problem solving** –Strong analytical and problem solving skills and ability to handle a range of management, coordination and technical issues.
- **Commitment to Continuous Learning** - Willingness to keep abreast of new developments in the

field of mine action techniques and technologies.

- **Professionalism** - Professionalism: sound knowledge of, and exposure to, a range of mine action issues, including related political, social and economic dimensions.

### **Academic Qualifications/Experience/Language**

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The incumbent is to have the following experience/qualities:

- At least 15 years of progressively responsible professional experience, including programme management experience, operations, planning, administration and implementation in humanitarian affairs, emergency preparedness, crisis/emergency relief management, rehabilitation and development, or other related areas.
- Leadership and coordination field experience in complex emergencies is essential. Advanced university degree (Masters Degree or equivalent) in business administration, project management or related field. A first level university degree with a relevant combination of academic qualifications and experience may be accepted in lieu of the advanced university degree. Military qualifications on staff level with relevant experience may be accepted in lieu of above academic qualifications
- Five years of experience at the international level in the area of mine action or humanitarian programmes, in one or more countries, at strategic and management level
- A proven record in management and administration as well as in public relations at the senior level.
- Knowledge of the international mine action standards.
- Fluency in English, both oral and written. Knowledge of Arabic is an advantage.
- Be physically fit, and in good health.
- Demonstrated ability to live in hardship conditions.
- Knowledge of the UN system and familiarity with UNOPS procedures is, in particular, highly desirable

### **Submission of Applications**

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Qualified candidates may submit their application, including a letter of interest, complete Curriculum Vitae and an updated United Nations Personal History Form (P.11) [English Version](#) or [French Version](#), via e-mail to [maujobs@unops.org](mailto:maujobs@unops.org). **Kindly indicate the vacancy number and the post title in the subject line when applying by email.**

For more information on the UN's involvement in Mine Action, visit our websites at: [www.unops.org](http://www.unops.org) and [www.mineaction.org](http://www.mineaction.org)

### **Additional Considerations**

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- Qualified female candidates are strongly encouraged to apply.
- Candidates should be available at short notice
- Applications received after the closing date will not be considered.
- Only those candidates that are short-listed for interviews will be notified.
- UNOPS reserves the right to appoint a selected candidate at a level below the advertised level of the post.

**\* The contractual modality will depend on the selected candidate's qualifications, experience and current/previous contractual status with the UN.**

**This is a re-advertisement. Candidates who submitted an application in response to the previous vacancy announcement issued in July – August 2008 do not need to re-apply.**

For more information on UNOPS, including its core values and competencies, please visit the UNOPS website at [www.unops.org](http://www.unops.org).