



United Nations
Educational, Scientific and
Cultural Organization

08/10/2009

Ref.: CL/3898

Subject: **Executive Director,
The Academy of Sciences for the Developing World (TWAS)
Trieste, Italy
EU/VC/ITA/SC/0824 (D-1)**

Sir/Madam,

I have the honour to inform you that I have decided to advertise the post of Executive Director, The Academy of Sciences for the Developing World (TWAS), Trieste, Italy.

In this connection, I enclose herewith information on the duties to be entrusted to the selected candidate, as well as the required qualifications and experience. You will also find enclosed a list showing the present representation of Member States in posts subject to geographical distribution.

I cannot overemphasize the importance I attach to having outstanding candidates for this post and count on your cooperation to achieve this goal through the dissemination of the vacancy announcement to nationals of your country using the most appropriate channels.

Candidates who wish to be considered for this post should apply via the UNESCO website at <http://www.unesco.org/employment>. Candidates without easy access to the Internet may, exceptionally, send their application by regular mail. All applications should reach the Recruitment and Staffing Section, Bureau of Human Resources Management, by **8 December 2009** at the latest. Each candidate's application should contain the names of persons from whom references may be obtained and a detailed curriculum vitae, in English or French, including the following information: place and date of birth; present nationality; university education; present and previous posts held; fields of specialization; publications; knowledge of languages, in particular the degree of ability to write, speak and understand the required languages, as indicated in the attached Vacancy Notice.

As you know, the governing bodies accord great importance to the equitable representation of women on the staff and I should be grateful if you would assist me in achieving this by encouraging women candidates to apply.

Accept, Sir/Madam, the assurances of my highest consideration.

Koïchiro Matsuura
Director-General

Enclosures: 2

cc: National Commissions for UNESCO
Permanent Delegations to UNESCO

United Nations Educational, Scientific and Cultural Organization

Executive Director (D-1) The Academy of Sciences for the Developing World (TWAS) Trieste, Italy

UNESCO is seeking the appointment of a renowned scientific leader and administrator to serve as Executive Director of the Academy of Sciences for the Developing World (TWAS) based in Trieste, Italy. UNESCO promotes international cooperation in science in the interests of peace, human rights and development. The Academy is administered by UNESCO within the Natural Sciences Sector (SC), and operates under the direction of a Steering Committee appointed by UNESCO and the Italian Government, as well as the TWAS Council. The main objectives of the Academy are to: (i) recognize, support and promote excellence in scientific research in the South; (ii) provide promising scientists in the South with the research facilities necessary for the advancement of their work; (iii) facilitate contacts between individual scientists and institutions in the South; (iv) encourage North-South cooperation between individuals and centres of scholarship; and (v) promote scientific research on major challenges faced by developing countries.

TWAS is also responsible for the administration of three organizations hosted by the Academy: the Inter-Academy Panel on International Issues (IAP), the Inter-Academy Medical Panel (IAMP) and the Third World Organization for Women in Science (TWOWS).

Main responsibilities

Under the overall authority of the Assistant Director-General for Natural Sciences and the direct guidance of the Steering Committee and the Council of the Academy of Science for the Developing World (TWAS), the Executive Director leads the Academy in fulfilling its mandates to promote scientific excellence for sustainable development in the South, and in particular the incumbent shall be responsible for:

- providing intellectual, strategic and operational leadership in the planning, coordination and execution of TWAS international cooperation scientific programmes in accordance with the directions of the TWAS Council and Steering Committee, taking into account agreements with donor organizations;
- providing leadership and guidance to the work of TWAS staff in relation to the implementation of all TWAS programme activities, as well as the appointment and general conduct of the staff and the proper administration of TWAS offices,

including the provision of strategic leadership for resource mobilization to support the implementation of projects and activities;

- coordinating the work of TWAS with the following associated organizations, the Third World Organization for Women in Science (TWOWS), the Inter-Academy Panel on International Issues (IAP), and the Inter-Academy Medical Panel (IAMP), the Consortium of Science, Technology & Innovation in the South (COSTIS), including the development of new networks in applied sciences with leading international organizations.

He/she will also:

- act as Secretary to all meetings of the TWAS Steering Committee, Council and Academy, ensure the preparation and approval of reports by the respective members, and represent TWAS at international meetings; and
- prepare and implement action plans as a follow-up to decisions taken by the Steering Committee and TWAS Council.

Qualifications and experience

- Advanced University Degree, preferably Ph.D, in one of the fields of the natural sciences;
- A minimum of 15 years of lead experience in scientific research and administration, including extended experience in international organizations;
- Recognized leadership experience in a leading scientific and administrative position, with experience in human resources and finance management;

- Successful experience in fundraising from governments, private sector and international funding and technical assistance organizations and agencies;
- Good understanding of science, technology and innovation needs of developing countries;
- Excellent command of written and spoken English or French. Good knowledge of the other language and another United Nations official language would be an asset;
- Basic computer skills.

Competencies

The successful candidate should be able to demonstrate the following competences:

- Strategic planning and management abilities, including capacity to administer extensive programmes, financial resources and exercise appropriate supervision and control;
- Ability to take initiative and maintain effective working relationships with people of different nationalities and cultural backgrounds;

- Capacity to provide intellectual leadership to guide staff and motivate teams in a multicultural environment;
- Ability to communicate effectively and persuasively, orally and in writing;
- Organizational skills, including in establishing plans and priorities, as well as implementing activities effectively.

Terms and conditions

The post is at grade D-1 common to the United Nations system, with a salary composed of base salary and post adjustment, which, at the present dollar exchange rate, totals approximately US \$170,210 (with dependants) or US \$157,330 (without dependants) per annum, exempt

from taxation. In addition, UNESCO offers an attractive benefits package, including 30 days' annual vacation, home travel, education grant for dependent children, pension plan and medical insurance. Please note that UNESCO is a non-smoking Organization.

How to apply

Candidates wishing to apply for this post should do so through the following website: <http://www.unesco.org/employment>

Candidates without easy access to the Internet may, exceptionally, apply by mail, by sending a full curriculum vitae in English or French, preferably on the official UNESCO curriculum vitae form, showing their nationality, date of birth and gender, to:

Chief, Recruitment and Staffing Section, Bureau of Human Resources Management,
UNESCO, 7 Place de Fontenoy, 75352 Paris 07 SP, France.

An assessment centre may be used in the recruitment process for this post.

Applications should reach UNESCO **before 8 December 2009**. Please quote post number "EU/VC/ITA/SC/0824".

THERE IS NO APPLICATION, PROCESSING OR OTHER FEE AT THIS OR AT ANY STAGE OF THE PROCESS.

Applications from qualified women candidates are encouraged, as are applications from under- or non-represented Member States.

**Representation of Member States in posts subject
to geographical distribution as at 1 September 2009**

Representation above range	Representation within range	Representation below range	Nil
Algeria	Afghanistan	Andorra	Angola
Argentina	Albania	Armenia	Antigua and Barbuda
Belgium	Australia	Bahamas	Azerbaijan
Benin	Austria	Bahrain	Belize
Brazil	Barbados	Bangladesh	Brunei Darussalam
Bulgaria	Belarus	Bolivia	Central African Republic
Burundi	Bhutan	Botswana	Dominican Republic
Cameroon	Bosnia and Herzegovina	Cape Verde	El Salvador
Colombia	Burkina Faso	Chad	Gabon
Congo	Cambodia	Chile	Guyana
Denmark	Canada	China	Iceland
Ethiopia	Comoros	Comoros	Kiribati
France	Costa Rica	Cook Islands	Kuwait
Italy	Costa Rica	Djibouti	Lesotho
Jordan	Côte d'Ivoire	Dominica	Liberia
Lebanon	Croatia	Egypt	Luxembourg
Morocco	Cuba	Equatorial Guinea	Marshall Islands
Nepal	Cyprus	Estonia	Micronesia (Federated States of)
New Zealand	Czech Republic	Fiji	Montenegro
Niger	Democratic People's Republic of Korea	Greece	Myanmar
Peru	Democratic Republic of the Congo	Grenada	Nauru
Philippines	Ecuador	Guatemala	Niue
Romania	Eritrea	Guinea-Bissau	Palau
Russian Federation	Finland	Haiti	Paraguay
Senegal	France	Hungary	Qatar
Spain	Gambia	Indonesia	Saint Vincent and the Grenadines
Sudan	Georgia	Iraq	Saudi Arabia
Tunisia	Germany	Kazakhstan	Singapore
	Ghana	Kenya	Slovenia
	Guinea	Libyan Arab Jamahiriya	Solomon Islands
	Honduras	Maldives	Suriname
	India	Malta	Tajikistan
	Iran (Islamic Republic of)	Mexico	Timor-Leste
	Ireland	Monaco	Tuvalu
	Israel	Namibia	United Arab Emirates
	Jamaica	Oman	Vanuatu
	Japan	Papua New Guinea	Venezuela (Bolivarian Republic of)
	Kyrgyzstan	Republic of Moldova	
	Lao People's Democratic Republic	Rwanda	
	Latvia	San Marino	
	Lithuania	Sao Tome and Principe	
	Madagascar	Singapore	
	Malawi	Somalia	
	Malaysia	Swaziland	
	Mali	Sweden	
	Mauritania	Switzerland	

Representation above range	Representation within range	Representation below range	Nil
	Mauritius	Tonga	
	Mongolia	Trinidad and Tobago	
	Mozambique	Turkey	
	Netherlands	Turkmenistan	
	Nicaragua	United States of America	
	Nigeria	Viet Nam	
	Norway	Zambia	
	Pakistan		
	Panama		
	Poland		
	Portugal		
	Republic of Korea		
	Saint Kitts and Nevis		
	Saint Lucia		
	Samoa		
	Serbia		
	Seychelles		
	Sierra Leone		
	Slovakia		
	South Africa		
	Sri Lanka		
	Syrian Arab Republic		
	Thailand		
	The former Yugoslav Republic of Macedonia		
	Togo		
	Uganda		
	Ukraine		
	United Kingdom of Great Britain and Northern Ireland		
	United Republic of Tanzania		
	Uruguay		
	Uzbekistan		
	Yemen		
	Zimbabwe		