

**Environmental Affairs Officer, L-3  
United Nations Economic Commission for Europe  
Environment, Housing and Land Management Division  
Secretariat of the Convention on the Protection and Use of Transboundary Watercourses and  
International Lakes**

<b>Location :</b>	Geneva, Switzerland
<b>Application Deadline :</b>	29 May 2009
<b>Type of Contract :</b>	200 Series
<b>Post Level :</b>	L-3
<b>Starting Date :</b> (date when the selected candidate is expected to start)	15 June 2009
<b>Duration of Initial Contract :</b>	1 year, renewable
<b>Expected Duration of Assignment :</b>	Until end of 2011, depending on availability of funds

**Address applications to:**

United Nations Economic Commission for Europe  
Environment, Housing and Land Management Division  
Secretariat of the UNECE Water Convention  
Tel: +41-22-917 2463  
Fax: +41-22-917 0621  
Email: [water.convention@unece.org](mailto:water.convention@unece.org)

The application should include (a) **a cover letter**; (b) **a curriculum vitae or a P11 form**; (c) **contact information of three referees**, and (d) **writing samples**. The cover letter must describe the ways in which the education and work experience of the applicant meet the requirements of the post. As consideration of candidates will be linked to their capacity to start the appointment on the proposed date, the cover letter should make explicit reference to that.

The application package should be prepared as either PDF or MS Word files and attached to an e-mail sent to the above address. We regret that it will not be possible to acknowledge applications, and only short-listed candidates will be contacted.

**BACKGROUND**

The United Nations Economic Commission for Europe services the Convention on the Protection and Use of Transboundary Watercourses and International Lakes. As part of this task, UNECE works with governmental and non-governmental partners in the region to support implementation of the Convention (see <http://www.unece.org/env/water/>) and its programme of work.

The first Assessment of Transboundary Rivers, Lakes and Groundwaters<sup>1</sup> has been prepared under the Water Convention for the Sixth Ministerial Conference “Environment for Europe” (Belgrade, 10–12 October 2007) where the Meeting of the Parties was requested to prepare the second assessment by the seventh Ministerial Conference tentatively scheduled for 2011 in Kazakhstan. The second Assessment will continue monitoring water problems, bring together the knowledge and understanding necessary for further action, allow evaluating the effectiveness of measures taken and identify situations of water crisis. The second Assessment will not only address some of the gaps of the first edition, but will aim to provide a more holistic evaluation of the water resources and support an integrated management. It will present the progress achieved in the implementation of policy and institutional arrangements for transboundary water cooperation and organization of joint monitoring programmes. In addition to updates of available information, the second Assessment will have a sub-regional focus with a high attention devoted to the sub-region of Central Asia. Furthermore it will be enriched with some over-arching thematic issues specific for different sub-regions (e.g. climate change impacts, impacts on human health, water allocation, ecosystems).

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<sup>1</sup> See <http://www.unece.org/env/water/publications/pub76.htm>

## **RESPONSIBILITIES**

Under the general supervision of the Chief, Pollution Prevention Team, and under the direct supervision of the secretary of the Meeting of the Parties to the Convention on Protection and Use of Transboundary Watercourses and International Lakes (Water Convention), the incumbent will be responsible for the preparation of the second assessment of transboundary rivers, lakes and groundwaters. The incumbent will in particular: (a) Plan and overview the whole preparation of the second assessment, including coordination and supervision of the implementation of decisions taken, contacts with the lead country, the members of the steering group and other partners; (b) Organize, in cooperation with national and international partners, sub-regional workshops for gathering and validation of information on transboundary waters including both substantial and logistic arrangements; (c) Prepare background documentation and draw up draft assessments of transboundary river basins, aquifers and sub-regional summaries, for consideration by the Convention's Meeting of the Parties, Working Groups and sub-regional workshops, by liaising with national experts and representatives of joint bodies; (d) Plan and supervise the publication of the second assessment, including its editing, formatting and layout, the production of maps and other graphics, and its printing and translation; (e) Identify and coordinate interaction between activities related to the assessment preparations with programmes of the ECE secretariat, UN organizations, UN Water, other relevant international governmental and non-governmental organizations, and private sector organizations; exchange information with these organizations; (f) Update the Convention's website, draft publications, press releases, public relations bulletins and other media work to increase awareness and publicize the second assessment; (g) In collaboration with the supervisors, prepare budget proposals and resources requirement, arrange for appropriate use of funds, actively participate in fund raising activities, report on the use of the funds; (h) Assist the rest of the Convention's secretariat in tasks related to the implementation of the programme of work of the Convention; (h) Represent the ECE secretariat at international meetings and be willing to travel as required in the UNECE region.

## **COMPETENCIES**

- **INTEGRITY:** Demonstrates integrity by modeling the UN's values and ethical standards.
- **RESPECT FOR DIVERSITY:** Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability.
- **PROFESSIONALISM:** Substantive knowledge of regional priorities, challenges and opportunities in the field of environment, water and cooperation; Country and/or regional experience in working with relevant stakeholders in the field of environment and water; Experience in international organizations or with multi-lateral environmental agreements would be an advantage; Experience in countries with economies in transition would be an asset.
- **TEAMWORK:** Ability to work with other members of a team to achieve common goals; Ability to develop consensus among people with varying points of view; Ability to provide advice and guidance to others; Ability to build strong relationships with partners, focus on impact and result for the clients and respond positively to feedback.
- **PLANNING AND ORGANIZING:** Ability to plan and organize work, implement, monitor and evaluate programmes and projects; Ability to formulate and manage budgets, mobilize resources, and manage contributions and expenditures.
- **COMMUNICATION:** Effective written, oral and presentational skills; Ability to present information in a concise and accurate manner; Ability to keep people informed and share information with a network of people; Ability to promote and generate support for the goals of the organization.

## **EDUCATION**

Advanced University degree in natural sciences, economics, law, social sciences, engineering or related field, with experience related to water management, or environmental management.

## **WORK EXPERIENCE**

At least 5 years of professional experience in the water or environment fields, in Government service, research institutions or in international organizations.

## **LANGUAGES**

Fluent in English with proven drafting ability. Working knowledge of Russian is required.