



UNESCO-Basque Trainees Programme

JOB DESCRIPTION

1. GENERAL INFORMATION

Title: *Trainee on sciences*

Sector: *UNESCO Tashkent Office*

Duty station: *Tashkent, Uzbekistan*

Director/Head of the office: *Krista Pikkat*

Trainee supervisor: *Krista Pikkat, Head of Office*

2. DESCRIPTION

Duration: *12 months*

Description of tasks:

- *Provide support for the implementation of UNESCO's sciences programme in Uzbekistan*
- *Assist in organizing consultative and training workshops related to the above areas*
- *Contribute to the drafting of the progress reports on activities organized in the framework of the sciences programme in Uzbekistan*
- *Carry out any other duty considered relevant to the experience he/she needs to acquire*

Expected contribution (major expected outcomes):

Responses to local, regional and global water security challenges strengthened

Knowledge, innovation, policies and human and institutional capacities for water security strengthened through improved international cooperation

Use of biosphere reserves as learning places for equitable and sustainable development and for climate change mitigation and adaptation strengthened

Capacity building in research and education in the natural sciences enhanced, including through the use of ICTs

Science-policy interface enhanced and sustainability science both promoted and applied

Learning objectives:

After the assignment the trainee will have:

- *Acquired an in-depth knowledge of science programme related to UNESCO's areas of competence*
- *Learnt how to deal with diverse stakeholders;*
- *Attained Field project management; setting particular objectives and develop appropriate mediation, monitoring and evaluation mechanisms;*
- *Gained solid working knowledge of the operations of an Intergovernmental organization;*
- *Strengthened his/her analytical, communication, negotiation and interpersonal skills;*
- *Acquired the ability to successfully bring onboard new funding partners.*



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3. QUALIFICATIONS AND EXPERIENCE OF THE CANDIDATE REQUIRED

Academic qualifications (including knowledge of specific subject areas):

University degree in a science-related field.

Work experience (if needed):

Prior experience at an academic or operational science-related programme or institution will be an asset.

Language requirements:

Proficiency (written and spoken) in English. Knowledge of Russian will be an asset.

Core Competencies:

- *Teamwork: "Ability to maintain effective working relations within a multi-cultural setting and to work effectively in team environment" etc.*
- *Communication: "Ability to speak and write clearly and effectively" etc.*
- *Planning and organizing: "Ability to develop clear goals that are consistent with agreed strategies" etc.*
- *Commitment to Continuous Learning: "Ability to keep abreast of new developments in own occupation/profession" etc.*
- *Respect for Diversity: "Works effectively with people with diverse backgrounds"*

Other skills:

- *Capacity to be multi-task and proactive;*
- *Able to work under tight deadlines;*
- *Excellent IT skills to carry out the work.*

Further remarks (if needed):

SIGNATURE OF HEAD OF OFFICE:

DATE:

21 September 2015