

Posting Title : Researcher (Cyber portfolio, Resident Consultant)  
Department/ Office : United Nations Institute for Disarmament Research  
Location : Geneva  
Posting Period : 22 December 2017 - 21 January 2018  
Job Opening number : 17-United Nations Institute for Disarmament Research-90697-Consultant

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**United Nations Core Values: Integrity, Professionalism, Respect for Diversity**

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### **Duties And Responsibilities**

The United Nations Institute for Disarmament Research—an autonomous institute within the United Nations—conducts research on disarmament and security. The Institute explores current issues pertaining to a variety of existing and future armaments, global diplomacy, and local tensions and conflicts. Working with researchers, diplomats, government officials, NGOs and other institutions since 1980, UNIDIR acts as a bridge between the research community and Member States.

New technologies enable new methods and means of warfare, raising challenges that cut across traditional legal and national boundaries. UNIDIR original research helps to frame complex challenges in accessible ways and is aimed to broaden engagement of state actors at all levels of development. The Institute provides expertise and critical support to advance ongoing and nascent policy processes. The Emerging Security Issues Programme currently comprises projects in these areas: Artificial Intelligence, Science and Technology, Weaponization of Increasingly Autonomous Technologies, Cyber Stability and Outer Space.

The Emerging Security Issues Programme is seeking a Researcher to strengthen the research, operational and administrative components of the programme and its projects related to the international security dimensions of cyber security. In particular, the Researcher will assist the Deputy Director in the implementation of an online cyber policy compendium, the 2nd International Security Cyber Issues Workshop Series, and the annual Cyber Stability Conference. In addition, the Researcher will support the operationalization of and outreach on other programmes within the programme, as requested. The Researcher is also expected to support the design and development of potential projects.

The Researcher will:

1. Conduct research and analysis:

- Produce background research related to national and regional cyber security approaches;
- Support the development and maintenance of UNIDIR tools and databases relevant to cyber issues.

2. Support the coordination and implementation of project activities, including:

- Take the lead in substantive and logistical preparation for UNIDIR's annual Cyber Stability Conference;
- Producing meeting summaries and reports from consultations and meetings held or attended by UNIDIR, including meetings of the International Security Cyber Issues Workshop Series;
- Organizing meetings, seminars, and workshops for the Programme and its projects as necessary;
- Monitoring project implementation, including drafting donor reports.

3. Support the Deputy Director in outreach activities with relevant stakeholders to promote the work of the Emerging Security Issues programme, as necessary.

### **Work Location**

Geneva

### **Expected Duration**

Up to 10 months

### **Result Of Service**

The Researcher shall provide UNIDIR with the following outputs:

- Daily management of UNIDIR cyber policy compendium, including
  - o Drafting technical specifications for tool development,
  - o Monitoring tool development and testing,
  - o Liaising with partners on maintenance of the tool,
  - o Drafting content for tool,
  - o Fact checking,
  - o Outreach to governments.
- Support the preparation and implementation of relevant project meetings, including:
  - o 2nd International Security Cyber Issues Workshop Series, and
  - o the 2018 Cyber Stability Conference
- Support the day-to-day operations of the Emerging Security Issues Programme.

### **Qualifications/Special Skills**

Competency: Integrity & professionalism: the successful candidate has demonstrated expertise in area of specialty and ability to apply good judgment; fair degree of autonomy, personal initiative and ability to take ownership; willingness to accept responsibilities and ability to work independently under established procedures in a politically sensitive environment, while exercising discretion, impartiality and neutrality; ability to manage information objectively, accurately and confidentially; responsive and client-oriented.

Communication: excellent spoken and written communication skills, including ability to prepare clear and concise analytical documents; ability to conduct presentations, articulate options and positions concisely; ability to make and defend recommendations; ability to appropriately communicate with experts from governments, international and regional organizations.

Skills: Excellent verbal and written communication skills, with analytical capacity and ability to synthesize divergent ideas into relevant and concise concepts.

Academic Qualifications: Advanced university degree (Master's degree or equivalent) in international affairs, political science, international law or a related field.

Experience: Minimum three years of progressively responsible experience in the field of international security, arms control and disarmament, preferably in the areas of cyber-related policy. A proven track record in project management, drafting meeting summaries, and conducting original research and analysis is required. Work experience with the United Nations, international/regional organizations, or internationally-recognized research institutions is desired. Experience in international or intergovernmental cyber processes is desirable.

Language: For this consultancy, fluency in English (both written and oral) is required. Knowledge of French or another official United Nations language is considered an asset.

### **Additional Information**

The consultant will be required to provide the following documents prior to the issuance of the contract:

- Copy of highest education degree/diploma obtained
- Copy of national passport
- Certificate of good health and proof of medical insurance
- Certificate of UN security training module(s)

### **United Nations Considerations**

The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs. (Charter of the United Nations - Chapter 3, article 8). The United Nations Secretariat is a non-smoking environment.

As per UN policy, Consultants and Individual Contractors may not apply for or be appointed to any position in the Professional or above categories and for positions at the FS-6 and FS-7 levels in the Field Service category within six months of the end of their current or most recent service. This restriction does not apply to associate experts (Junior Professional Officers) appointed under the Staff Rules.

### **No Fee**

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, OR TRAINING). THE UNITED NATIONS DOES NOT CONCERN ITSELF WITH INFORMATION ON APPLICANTS' BANK ACCOUNTS.

