

# United Nations Associate Expert Programme



## TERMS OF REFERENCE

### Associate Expert, P-2

#### I. General Information

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Title:

Associate Expert in Political Affairs, P-2

Sector of Assignment:

DPA

Organization/Office:

UN DPA - Security Council Affairs Division/Security Council Subsidiary Organs Branch (Sanctions)

Duty Station:

New York, USA

Date Required:

As soon as possible

Duration:

1 year (with possible extension for another year)

#### II. Supervision

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Direct Supervision by: Chief, Security Council Subsidiary Organs Branch

Content and methodology of supervision: Substantive supervision through the Secretaries of the Security Council Sanctions Committees and other subsidiary bodies through ongoing interaction, daily meetings, performance appraisal.

#### III. Duties, Responsibilities and Output Expectations

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Under the supervision of the Chief of Branch, the incumbent will:

- Assist the Chief of Branch and Secretaries of the Security Council Sanctions Committees and other subsidiary bodies in providing substantive support to these organs of the Council, as well as to expert sanctions panels/monitoring groups;
- Engage in research and draft an analysis to assess the level of implementation of all current UN sanctions regimes,
- Assist the Sanctions Branch in identifying how and where the capacities of States, including developing States, could be strengthened to facilitate the implementation of sanctions;
- Engage in research and draft an analysis to assess and assist the Sanctions Branch in finding ways to improve the

effectiveness of UN sanctions expert panels and monitoring groups, including through identifying and sharing "best practices" among those panels, taking steps to improve the quality, usefulness and evidentiary standards of their reporting and also to improve tracking of expert panel recommendations;

- Maintain effective liaison with other UN departments, Member States, representatives of regional and nongovernmental organizations, and the Bretton Woods institutions in connection with the implementation of sanctions and provide clarifications on practical issues arising in connection with such implementation.

More specific tasks will entail:

- Assisting the Secretaries of Sanctions Committees in providing substantive support to these Committees;
- Providing substantive support to expert sanctions panels/monitoring groups established by the Council.

#### **IV. Qualifications and Experience**

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Education:

Advanced University Degree (Master's degree or equivalent) in political science, international affairs or other relevant discipline. A combination of relevant academic qualifications and extensive experience may be accepted in lieu of the advanced university degree.

Work experience:

Two years of relevant work experience, preferably, experience in working with the United Nations, its agencies or relevant international organizations, or extensive knowledge of the mandates and activities of these bodies.

Languages:

Fluency in English is mandatory

Other languages, in particular French and/or Arabic is desirable

Other skills:

Computer and database skills

UN competencies:

Speaks and writes clearly and effectively (Communication)

Works collaboratively with colleagues (Teamwork)

Able to identify priorities and meet deadlines (Planning and Organization)

#### **V. Learning Elements**

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In time the Associate Expert will be expected to be able to:

- Provide substantive support to Sanctions Committees and other subsidiary bodies of the Security Council;
- Draft reports and related substantive material for the Sanctions Committees and the subsidiary bodies;
- Assess the implementation and effectiveness of sanctions regimes and sanctions expert panels;
- Assess the inter-relationship between capacity building and implementation of sanctions;
- Liaise with delegations, regional bodies, economic institutions and NGOs so as to provide responses regarding the implementation of sanctions imposed by the Council.

#### **VI. Background Information**

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Under Chapter VII of the Charter, the Security Council can take enforcement measures to maintain or restore international peace and security. Such measures range from economic and/or other sanctions not involving the use of armed force to international military action. The use of mandatory sanctions is intended to apply pressure on a State or entity to comply with the objectives set by the Security Council without resorting to the use of force. Sanctions thus offer the Security Council an important instrument to enforce its decisions. The universal character of the

United Nations makes it an especially appropriate body to establish and monitor such measures.

The Council has resorted to mandatory sanctions as an enforcement tool when peace has been threatened and diplomatic efforts have failed. The range of sanctions generally includes a variety of targeted measures such as arms embargoes, travel bans, asset freezes or other financial or diplomatic restrictions.

The core functions of the Security Council Subsidiary Organs Branch, Security Council Affairs Division of the Department of Political Affairs, are as follows:

- (a) Providing substantive support and secretariat services to the Sanctions Committees and other subsidiary bodies, including expert sanctions panels/monitoring groups;
- (b) Drafting reports of subsidiary bodies to the Security Council, as required;
- (c) Preparing analysis and assessments of questions relating to the work of the Security Council subsidiary bodies, as requested;
- (d) Timely maintenance of all webpages related to the work of the subsidiary organs, including lists of individuals and entities designated by the relevant Committee as being subject to targeted sanctions;
- (e) Monitoring developments in the area of sanctions, including those relating to Article 50 of the Charter;
- (f) Maintaining liaison with delegations and with other organizations of the United Nations system;
- (g) Providing contributions to other departments and offices on issues related to the work of relevant subsidiary bodies of the Security Council;
- (h) Processing communications and applications received from States and organizations in connection with matters falling within the purview of the subsidiary body concerned.

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