



Post title: Head of Section, Education Standards and Methodology (ESM)
Domain: Management
Post Numbers: 1CAUIS0319ST
Grade: P-5
Organizational Unit: UNESCO Institute for Statistics
Primary Location: Montreal, Canada
Recruitment open to: Internal and External Candidates
Type of contract: Fixed-term
Duration of contract: 2 years renewable
Approximate Annual Salary: USD 123 269
Deadline (*midnight, Paris time*): **17 November 2017**

OVERVIEW OF THE FUNCTIONS OF THE POST

Under the overall authority and direct supervision of the Director of the UNESCO Institute for Statistics, the post-holder ensures the successful implementation of the UIS work programme in relation to the development and maintenance of international norms and standards, including classifications, and indicator methodologies in the field of education for both administrative and survey data to ensure the quality of cross-nationally comparable education data collected and disseminated by the Institute, in particular, for monitoring the Education 2030 goal and targets..

He/she will be expected to perform the following essential tasks:

- Develop and contribute to partnerships and capacity development, including the work of the Technical Cooperation Group and the Inter-Agency and Expert Group. Establish an Inter-Agency Group on Administrative Data (IAG-AD) and act as its secretariat. Represent the UIS in other relevant groups including the UN's Expert Group on International Classifications and the Inter-Agency and Expert Group on Gender Statistics.
- Lead and oversee the development and maintenance of international norms and standards for the use of both administrative and household survey data, revise key classifications such as the International Standard Classification of Education (ISCED), oversee the production and updating of technical documentation and guidelines.
- Lead the development of the Institute's Data Quality Framework, oversee the production and monitoring of key performance indicators, in collaboration with the Education Survey and Science, Culture and Communications Sections to ensure the continuing improvement in data quality and coverage of data disseminated by the Institute.

- Develop the Institute's capacity to produce education indicators from household surveys. Oversee the establishment of a global repository for cross-nationally comparable data.
- Support the work of the Inter Agency Group on Education Inequality Indicators. Ensure the development of standards, guidelines and tools.
- Advise the UIS Director and Senior Management on trends and developments in education norms, standards and methodologies, and recommend appropriate courses of action.

REQUIRED QUALIFICATIONS

EDUCATION

- Advanced university degree (Master's or equivalent) in statistics or related field (such as mathematics or economics), or in the fields of education or social sciences with an applied statistics component, or a first-level university degree in combination with two additional years of qualifying experience.

WORK EXPERIENCE

- Minimum 10 years of progressively responsible relevant professional experience of which preferably at least five years at international level, in the field of education or statistics within a UN or another international organization, or a Government Ministry or equivalent.
- Proven experience in the development and use of statistical norms, standards and methodologies.
- Proven experience in managing staff and teams.

SKILLS/COMPETENCIES

- Demonstrated ability to lead, manage and motivate staff and teams.
- Strong analytical skills.
- Solid communication skills (written and spoken).
- Proven ability to develop statistical norms and standards and to provide complex technical advice and guidance on their use.
- Ability to take initiative and develop new ideas and approaches.
- Sound judgement and decision-making taking account of prevailing evidence and risks.
- Ability to interact and effectively communicate with a wide range of high-level partners and stakeholders.

LANGUAGES

- Excellent knowledge (written and spoken) of English or French and good knowledge of the other language.

DESIRABLE QUALIFICATIONS

LANGUAGES

- Knowledge of other official UNESCO languages (Arabic, Chinese, Russian, Spanish).

BENEFITS AND ENTITLEMENTS

UNESCO's salaries are calculated in US dollars, exempt of income taxes. They consist of a basic salary and a post adjustment which reflects the cost of living in a particular duty station and exchange rates. Other benefits include: 30 days annual leave, family allowance, home travel, education grant for dependent children, pension plan and medical insurance. More details on the [the ICSC Web site](#). Please note that UNESCO is a non-smoking Organization.

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A WRITTEN EXAMINATION MAY BE USED IN THE EVALUATION OF CANDIDATES.