



unesco

Institute for Statistics

*NEW SENIOR STAFF
MANAGEMENT TEAM*

*LEADING
THE TRANSFORMATION*



CONTENTS

- UNESCO Institute for Statistics
- Positions summaries
- Organigram
- General qualifications and competencies
- Remuneration and benefits
- How to apply



UNESCO INSTITUTE FOR STATISTICS (UIS)

The UNESCO Institute for Statistics (UIS) produces data to fuel the policies and investments needed to transform lives and propel the world towards its development goals. Providing statistical and technical inputs for global, regional and funding mechanisms for education, the UIS enables the work of the UN Transforming Education Summit, the Global Education Cooperation Mechanism (GCM), G7, G20, etc. The UIS meets data needs for emerging priorities, for example, most recently, tracking and monitoring impact of the COVID-19 pandemic on education worldwide. The UIS maintains the most comprehensive education statistics database in the world – the official source of data of the UN system, used for various purposes, including for the SDG monitoring.

Established in 1999, the UIS serves as UNESCO's statistical agency. The UIS is focused on delivering cross-nationally comparable data for global, regional and development agendas, covering the fields of education, science, culture, and communication and information. The UIS assures the technical support for Member States to produce transformative data based on the 3 pillars (standards and methodologies; data production; brokerage and outreach). The UIS vision, described in its 2022-2029 Medium Term strategy, is to serve the needs of Member States, ensuring that their policies and decision-making are informed by sound statistical information, that they can benchmark progress towards national and international goals, and learn from the experience of others.

The UIS is seeking to build **a new senior staff management team** that will lead the successful implementation of that vision, enabling the UIS further transformation to remain relevant, innovative, and agile in the constantly changing global environment.



OUR MISSION

Within UNESCO's broad mandate, to provide statistical information on education, science, culture and communication which helps decision-making in Member States and facilitates democratic debate in UNESCO's areas of competence, employing to that end the highest professional standards and intellectual independence in data collection and analysis

OUR VALUES

Excellence

The UIS strives for excellence and continuous improvement in how it generates value.

Transparency

Data and analytical products are comprehensible and traceable.

Agility

The UIS responds to new challenges through a culture of innovation and experimentation.

OUR DELIVERABLES

Standards and methodologies

E.g., international classifications; methodologies to produce sound and policy-relevant statistics in all contexts and for countries at all stages of development; solutions to respond to emerging issues.

Data and analytics

E.g., data and metadata for almost 50 SDG indicators; free and easy access to data for decision-making and policy needs; data products to showcase the stories behind data.

Brokerage and country support

E.g., global consensus and commitment on key decisions for measuring SDG 4 progress; guidance and support to Member States and partners.



NEW UIS SENIOR STAFF MANAGEMENT TEAM

The renewed SSMT assists the UIS Director in leading the successful implementation of the Institute’s programmes according to the goals and vision established by the UIS Medium-Term Strategy 2022-2029. Working as a team, and reporting to the UIS Director, they deliver excellent results in their respective areas, sharing cross-cutting responsibilities for **building/maintaining partnerships and resource mobilisation** to support the UIS work.

Head of Education - Administrative data, P5 Montreal ([link](#))

Responsible for planning, organizing, managing, and supervising the activities of the UIS team focused on the production of administrative data at the highest level of quality. Contributes to strengthening the coverage of the UIS Core System of Education Indicators based on administrative data.

Key functions/responsibilities:

- Leading all aspects of the administrative data production
- Developing and maintaining education standards (e.g., ISCED)
- Contributing to capacity development programmes to improve data quality /coverage
- People and talent management

Senior Regional Advisor, P5 Dakar ([link](#))

Responsible for providing strategic advice and support to regional, sub-regional and national authorities and/or organizations in UIS’s fields of competence in order to improve the quality of data in Africa. Provides technical assistance and methodological guidance to build statistical capacity, thus contributing to the implementation and monitoring of UIS strategy in the region.

Key functions/responsibilities:

- Supporting data collection in the region to improved quality and coverage
- Designing and implementing the capacity development programmes
- Serving as a liaison for all UIS work in the field

Head of Research and Innovation in Monitoring Education, P5 Montreal ([link](#))

Responsible for substantially contributing to the concept, utilization, design, implementation, and quality assurance of all the UIS education statistics, including via the use of alternative data sources and other innovation.

Key functions/responsibilities:

- Technical oversight of non-administrative data production
- Data management and dissemination
- Enabling the functioning of global and regional governance mechanisms
- People and talent management

Senior Communication Officer, P5 Montreal ([link](#))

Responsible for developing the Institute’s communications and advocacy strategy in an integrated manner, and implementing it through impactful, coordinated evidence-based campaigns which promote a culture of data use. Provides substantial support to the Director in building partnerships and positioning across a range of bilateral and multilateral technical, political and funding partners.

Key functions/responsibilities:

- Advocacy and partnerships
- Ensuring visibility of the UIS and its work across social media, high-level events and to key partners

Senior Executive Officer, P5 Montreal

Responsible for providing strategic and advisory support the Director in the coordination and day-to-day management of the Institute and contributing to the achievement of the UIS’s overall goals and objectives. The work is cross-disciplinary and involves coordinating the work of teams, capitalizing and enhancing synergies to facilitate the integration of the Institute’s activities and plans in a coherent and complementary manner.

Key functions/responsibilities:

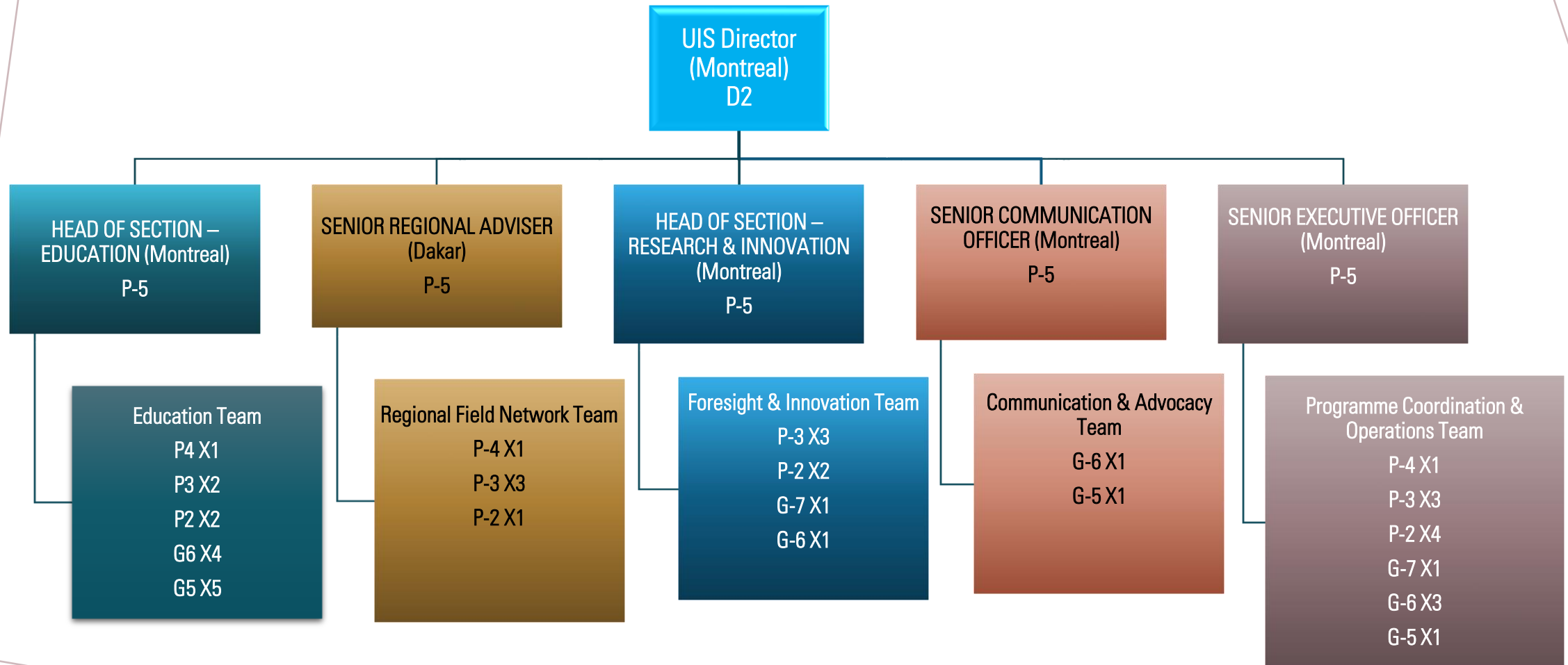
- General management
- Overseeing and coordinating programming, monitoring and evaluation
- Financial and human resources administration
- Managing the activities of the Science, Culture and Communication (SCC) Unit

The above is a high-level summary.

Please consult the [vacancy notices](#) for each position’s exact list of functions and responsibilities.



UIS ORGANIGRAM



GENERAL QUALIFICATIONS AND COMPETENCIES

Education

- Advanced university degree in statistics, economics, mathematics, education or social sciences with a substantial applied statistics / data sciences component.

Work experience

- Minimum of 10 years of progressively responsible relevant professional experience as a statistician working with administrative, finance, survey, and/or assessment data relating to education.
- Experience working as a statistician, researcher or analyst on programmes or activities in the field of education statistics.
- Experience in designing, managing, and implementing project and programme activities pertaining to effective data collection in education administrative data.
- Experience working on/in countries in LIC and/or Africa.
- Experience in the UN system or a similar agency.
- Experience in partnership development and resource mobilisation.

Skills/competencies

- Excellent skills with statistical programmes.
- High degree of diplomacy, discretion with proven ability to function under uncertainties.
- Ability to think strategically and to design long term plans and programs in line with the strategic priorities.
- Good leadership and ability to attract, motivate and retain high quality professional staff.
- Demonstrated capability to plan and manage projects.
- Ability to manage an effective and collaborative team in a multicultural environment.

Languages

- Excellent knowledge of either English or French and a working knowledge of the other.
- Knowledge of another official language of UNESCO (Arabic, Chinese, Russian, Spanish) is an asset.

The above is a general profile.

Please consult the [vacancy notices](#) for each position's exact list of required/desirable qualifications and competencies.

REMUNERATION AND BENEFITS

UNESCO's salaries consist of a basic salary and other benefits which may include if applicable: 30 days annual leave, family allowance, medical insurance, pension plan, etc.

The approximate annual starting salary for P5 is 141,254 US \$.

For full information on benefits and entitlements, please consult our [Guide to Staff Benefits](#).



HOW TO APPLY

Please note that all candidates must complete an online application and provide complete and accurate information.

To apply, please visit the UNESCO careers website (<https://careers.unesco.org/>). No modifications can be made to the application once it is submitted.

The evaluation of candidates is based on the criteria in the vacancy notice, and may include tests and/or assessments, as well as a competency-based interview.

UNESCO uses communication technologies such as video or teleconference, e-mail correspondence, etc. for the assessment and evaluation of candidates.

Please note that only selected candidates will be further contacted and candidates in the final selection step will be subject to reference checks based on the information provided.