

United Nations Nations Unies

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The Secretariat of the United Nations presents its compliments to the Permanent Missions to the United Nations and has the honour to request the nomination of candidates for the position of Under-Secretary-General for Communications and Public Information.

The Department of Public Information (DPI) was established in 1946, by General Assembly resolution 13 (I), to promote global awareness and understanding of the work of the United Nations. DPI undertakes this goal by creating and implementing communications strategies; engaging local audiences through its network of United Nations information centres; producing and delivering news and media products and services; and initiating and expanding partnerships, outreach and knowledge-sharing.

The Under-Secretary-General for Communications and Public Information is accountable to the Secretary-General and is responsible for:

- All the activities and programmes of the Department, as well as its management and activities relating to programme performance and administration of the Department and its network of United Nations information centres;
- Advises the Secretary-General on matters concerning United Nations communications and public information policies and activities;
- Maintains contacts with permanent and observer missions; the media, including traditional and new media; non-governmental organizations; and initiates and expands partnerships with, and outreach to, global constituencies, including academia, civil society, educators, the creative community, students and youth;
- Works closely with other heads of department in the Secretariat, specialized agencies and funds and programmes to develop and implement strategies for communicating the work of the United Nations and the delivery of accurate, objective, and balanced news and information materials (text, video, audio and photo) emanating from the UN system to the media and audiences worldwide in official and local languages; chairs the United Nations Publications Board and the Headquarters Exhibits Committee;
- Provides secretariat and other services to the Committee on Information, the United Nations Communications Group and other intergovernmental and inter-agency bodies; and
- Provides information services to delegates and staff through the Dag Hammarskjöld Library and promotes knowledge-sharing and internal communications through the United Nations intranet.

Further information on the Department of Public Information is available on the following website: <http://www.un.org/en/hq/dpi/>; in the Reports of the Secretary-General to the Committee on Information on the activities of the Department of Public Information (<http://www.un.org/en/ga/coi/36/docs.shtml>) and in the Secretary-General's Bulletin ST/SGB/1999/10

In order to ensure a wide pool of candidates for this position, the Secretariat would welcome any nominations to supplement the Secretary-General's own search and consultations. **The Secretariat would especially welcome nominations of female candidates.**

In soliciting nominations for this position, the Secretary-General is seeking an individual with:

- Demonstrated leadership experience with strategic vision and proven skills to manage a complex organization;
- Proven experience in managing all aspects of a full-scale communications operation, including media relations, new media/social media and web-based communications to increase support and visibility of an Organization's mission;
- Demonstrated creativity and proven ability to propose new ideas and lead on new ways of doing things in a way that is not bound by current thinking or traditional approaches;
- Impeccable personal and professional integrity;
- Proven ability to manage and lead a large and decentralised multicultural staff;
- Ability to represent the Secretary-General before Member States and in international fora, as well as to work with people of varied backgrounds and opinions;
- Strong communication, multilingual and coalition-building skills, essential to stimulating consensus and cooperation among diverse audiences, in promoting global awareness and building support for the work of the United Nations;
- Familiarity with the functioning of the structures and operational entities of the United Nations system is highly desirable.

In accordance with the policy for the nomination of candidates, the Secretariat wishes to outline that it is the responsibility of the nominating Government to ensure that each candidate it nominates has not been convicted of, or is not currently under investigation or being prosecuted for, any criminal offence, or any violation of international human rights law or international humanitarian law. In the case of nominees who have been investigated for, charged with or prosecuted for any criminal offence but were not convicted, the nominating Government is requested to provide information regarding the investigation(s) or prosecutions concerned. The nominating Government is also requested to certify that it is not aware of any allegations against its nominated candidates that they have been involved, by act or omission, in the commission of any acts that amount to violations of international human rights law or international humanitarian law.

Individuals who are either nominated by Member States or who seek to serve with the United Nations in any individual capacity will be required, if short-listed, to complete a self attestation stating that they have not committed, been convicted of, nor prosecuted for, any criminal offence and have not been involved, by act or omission, in the commission of any violation of international human rights law or international humanitarian law.

All nominations should include the curriculum vitae of the candidates and must be sent to the Secretariat by 14 July 2014.

Nominations may also be sent to: eosgapplications20145@un.org

The Secretariat of the United Nations takes this opportunity of reiterating to the Permanent Missions to the United Nations the assurances of its highest consideration.

11 June 2014

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