



ADVERTISEMENT

Title:	Associate National Project Officer (TVET)
Domain:	Education
Grade:	NO-B
Organizational Unit:	Education
Primary Location:	Tehran, Iran
Recruitment opens to:	Only nationals of Iran may apply for this post
Type of contract:	Project Appointment (1 year with the possible extension subject to performance and funds availability)

Deadline (midnight, Tehran time): 10 March 2024

OVERVIEW OF THE FUNCTIONS OF THE POST

Under the overall authority of the Assistant Director-General for Education and the direct supervision of the Director / Officer in Charge of UNESCO Tehran Office, and in close collaboration with UNESCO National Professional Officer for Education in Tehran, the incumbent will provide technical advice to ensure the identification, design, implementation, reporting, evaluation, and coordination of activities and projects carried out under the Education Programme.

The incumbent will be expected to bring a strong background and capability in education programmes and planning. S/he will also be responsible for ensuring UNESCO's contribution to the United Nations Sustainable Development Cooperation Framework (UNSDCF) in the field of Education.

The Associate National Project Officer on Technical and Vocational Education and Training (TVET) will be expected to perform among others the following responsibilities:

- Assist the Director / Officer in Charge of Tehran Office in identifying, designing, implementing, and reporting on programme activities in the field of TVET, as well as the Education Sector's global and regional strategies and priorities, in order to contribute to building the national and local institutional capacities and priorities towards inclusive and equitable quality TVET, education and lifelong learning opportunities for all.
- Coordinate the implementation of the project activities on the TVET, liaising with the national counterparts, UNESCO-UNEVOC, UNESCO Headquarters, and the donor.
- Contribute to the provision of technical and policy advice on TVET to relevant partners.
- Support innovation initiatives and provide technical support to education programme(s) to facilitate innovative intervention design and implementation in areas such as: AI in Education/Learning, Assistive Technology, Digital and Entrepreneurial Skills, Education/Learning Business Ecosystem in Iran.
- Assist the Director / Officer in Charge of Tehran Office in participation of UNESCO in the field of Education (in relation to TVET) within the current United Nations Development Assistant Framework and in the planning and implementation of the next United Nations Sustainable Development Cooperation Framework.
- Support technical knowledge transfer to staff, implementing partners and other relevant

stakeholders.

- Contribute to the development of strategies for UNESCO's intervention and assistance in the field of emerging and innovative educational themes in relation to Technical and Vocational Education and Training, e.g. education for sustainable development (ESD), ICTs for education, Education in Emergencies, and Inclusive Education.
- Explore and contribute to the development of interdisciplinary project proposals with a focus on Technical and Vocational Education and Training and Innovative Technology
- Prepare and submit quarterly/yearly work plans and reports of activities and projects as per approved project documents with the donor.
- Stay up to date on policy research activities in Education (new emerging and global trends), and contribute to the development of pertinent strategy papers, technical notes, frameworks and documents related to technical and vocational training education.

REQUIRED QUALIFICATIONS

EDUCATION

- Advanced university degree (Masters or equivalent) in education, social sciences or closely related field(s).
- A first-level university degree in the field of education, social sciences or other closely related fields in combination with four additional years of qualifying experience in the field of TVET may be accepted in lieu of the advanced university degree.

WORK EXPERIENCE

- Minimum of 2 years of progressively responsible, relevant work experience in education development or in another closely related field at the national or international level.
- Experience in Technical and Vocational Education and Training, education policy formulation, education planning, fostering innovation and technology within education or curriculum development.
- Experience in programme management, advocacy, resources and partnership mobilization.
- Proven capacity to liaise with Government officials and to make sound and quick decisions.

SKILLS/COMPETENCIES

- Excellent network of government and national partners with a strong understanding of the education operating environment especially in the host country
- Excellent organizational skills, including in establishing plans and priorities, and in implementing them effectively, as well as in devising implementation plans.
- Ability to coordinate, collaborate and liaise with stakeholders to plan, manage and monitor projects and programmes.
- Excellent communication and networking skills; drive for results; analytical and technical application skills.
- Strong interpersonal and leadership skills.
- Good inter-personal skills and ability to work in a multi-cultural team.
- Very good IT skills.

LANGUAGES

- Excellent knowledge (written and spoken) of English and Farsi.

DESIRABLE QUALIFICATIONS

EDUCATION

- Academic background in the field of technical and vocational education and training, educational policies, planning, teacher education and curriculum development.

WORK EXPERIENCE

- Experience in research and relevant experience within the United Nations System or in other Intergovernmental Organizations or Cooperating Agencies.

SKILLS/COMPETENCIES

- Results oriented approach to completing assigned tasks.
- Ability to persuade and influence peers and to cope with pressure and challenging situations.

LANGUAGES

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

BENEFITS AND ENTITLEMENTS

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 this post is 34,909.09 US \$.

HOW TO APPLY

Interested candidates are requested to submit their application by 10 March 2024 by email to JobVacancy-TEH@unesco.org quoting "NOB-ED". Application should include: Motivation letter, UNESCO CV, and reference contacts.

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.

Please note:

UNESCO applies a zero tolerance policy against all forms of harassment.

UNESCO is committed to achieve and sustain gender parity among its staff members in all categories and at all grades. Furthermore, UNESCO is committed to achieving workforce diversity in terms of gender, nationality and culture. Individuals from minority groups, indigenous groups and persons with disabilities, as well as nationals from non-and under-represented Member States ([last update here](#)) are equally encouraged to apply. All applications will be treated with the highest level of confidentiality. Worldwide mobility is required for staff members appointed to international posts.

UNESCO does not charge a fee at any stage of the recruitment process.

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