

CRITERIA FOR THE RECRUITMENT FOR THE ASSISTANT DIRECTOR GENERAL

Description of Duties:

Strategic Leadership: Assist the Director General in formulating and implementing the organization's strategic plan, focusing on global impact and sustainable development goals.

Management Oversight: Oversee the management of various departments, ensuring operational efficiency and effectiveness, managing diverse teams and complex projects.

Representation: Act as a representative of the organization in international forums, conferences, and high-level meetings, engaging in diplomatic dialogues and peace negotiations.

Stakeholder Engagement: Engage with global stakeholders, including governments, NGOs, civil society, and other international organizations, in a collaborative approach with various global partners.

Team Leadership: Lead and mentor a diverse team, fostering an inclusive and productive work environment, with an emphasis on diversity and inclusion.

Policy Implementation: Contribute to the development and implementation of organizational policies

and procedures, ensuring alignment with international standards and practices.

Effective Communication: Maintain clear and diplomatic communication channels, both internally and externally.

Required Qualifications:

Education: Advanced degree in International Relations, Business Administration, Public Administration, or a related field.

Languages: Proficiency in at least two of three working languages of the 10FS, (English, Arabic, and French) reflecting the multilingual requirements of international diplomatic positions.

Experience: A minimum of 15 years of experience in diplomacy and senior-level experience in international organizations or a related field.

Legal Status: Diplomatic status may be required.

Preferred Experience:

Proven track record in diplomatic relations, international policy-making, or global program management Demonstrated leadership roles in multicultural and diverse environments.

Multicultural Leadership: Experience leading in diverse, multicultural settings.

Responsibilities:

Aligning departmental goals with the organization's strategic objectives, ensuring a unified approach to global challenges.

Leading initiatives for organizational development and improvement.

Managing crises and making high-stakes decisions in a timely manner.
Upholding and promoting the organization's values and ethics in all activities.

Competencies:

Leadership Skills: Strong ability to lead, inspire, and motivate a diverse team.

Interpersonal Skills: Excellent diplomatic and negotiation skills; ability to interact effectively with various stakeholders.

Analytical Skills: Strong ability to analyze complex global issues and develop effective solutions.

Communication Skills: Exceptional oral and written communication skills in English, Arabic, and French, essential for effective diplomacy and international relations.

Cultural Sensitivity: Deep understanding and appreciation of cultural differences, working effectively across cultures.