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Job Posting Title

DIRECTOR - DEPARTMENT OF SOCIAL AFFAIRS

Start Date

26.12.2017

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Reference Code

DDSA03

Job Title

DIRECTOR - DEPARTMENT OF SOCIAL AFFAIRS

Organization

The African Union, established as a unique Pan African continental body, is charged with spearheading Africa's rapid integration and sustainable development by promoting unity, solidarity, cohesion and cooperation among the peoples of Africa and African States as well as developing a New Partnership Worldwide. Its Headquarters is located at Addis Ababa, capital city of Ethiopia.

In seeking to achieve this objective, the African Union intends to strengthen its capacity to deliver by, amongst others, the implementation of its organizational structure and the filling of the vacant post of Director of Social Affairs.

The Commission of the African Union invites applicants who are citizens of Member States for a position of Director within the Department of Social Affairs of the African Union Commission.

Department

1.

Post: One (1)

Post title: Director

Post level: D1

Department: Department of Social Affairs

Supervisor: Commissioner of Social Affairs

Duty Station: Addis Ababa, Ethiopia.

Project

2.

Job Purpose:

The Director of Social Affairs shall play a leadership role in ensuring the overall coherence of social development programs and in promoting, monitoring and evaluating associated policies and strategies. He will lead in developing partnership relations on issues related to Health/Nutrition, HIV/AIDS, Population, Labor-Employment-Migrants, Social Welfare, Vulnerable Groups, Sports, Culture, and Drug control issues.

Tasks

3.

Main Duties and Responsibilities:

The specific responsibilities of the Director of Social Affairs are as follows:

- To advise the Commissioner on policy and strategy matters and assist in developing and supervising work programmes and in developing partnership relations;
- To prepare a plan of action, organise and coordinate programmes and activities of the Department and ensure their implementation;
- To provide quality assurance in the programmes by ensuring that they meet the overall objective of the Department;
- To provide technical guidance and ensure efficient functioning of supervised Divisions;
- To build and maintain good working relations with other Departments/Directorates/Offices of the African Union Commission;
- To develop and maintain appropriate working relations with partners of the African Union, on social and development issues;
- To promote best practices and appropriate working systems;
- To develop and promote a rights-based approach framework for each thematic programme of work within the department;
- To ensure overall accountability for the effective management of the Department including financial control and budgeting, quality of work, personnel, performance management, discipline and training in conformity with relevant policies and procedures;
- To produce and submit periodic reports of activities and specific missions;
- To perform any other duties as may be assigned.

Requirements

4.

Skills and Competencies Required:

A. Qualification skills:

- Candidates must have at least a Master's Degree in the Social Sciences or Social Development or Law or Development Studies

B. Work Experience:

- Candidates must have at least 15 years of appropriate experience of which at least 5 years should be in Senior Management position, including design and development of policies and strategies.
- Experience in social and human development policy design and implementation will serve as an added advantage.

C. Functional Skills:

- Computer literacy;
- Management experience, and ability to organize and motivate others and to work in a multi-cultural environment;
- Excellent drafting and reporting skills.
- Effective Leadership anchored on creativity, vision and decision making;
- High capacity for planning and organizing and ability to plan and organize work of the team while providing in-depth understanding of the strategic direction of the Department;
- Ability to integrate the work of the team into the Department's work programme, including management of conflicting priorities and tight deadlines
- Good communication and negotiating skills;

D. Personal Abilities:

- Ability to make sound Judgment and Decisions as may be required and delegated
- Ability to work in a diversified team
- Excellent interpersonal skills
- Integrity driven and self-motivated high performer;

E. Knowledge and Understanding:

- Working knowledge of policy analysis and development and programme/project management, implementation and monitoring ;
- In-depth technical knowledge and analytical skills in aspects of Health/Nutrition, HIV/AIDS, Population, Labour-Employment-Migrants, Social Welfare, Vulnerable Groups, Sports, Culture, and Drug control issues.

5. Language Requirement:

Applicants must be proficient in one of the African Union working languages. Knowledge of one more or several other working languages would be an added advantage.

6. Tenure of Appointment:

The appointment will be made on regular term contract for a period of three (3) years, of which the first twelve months be consider as a probationary period. Thereafter, the contract will be for a period of two years renewable, subject to satisfactory performance and deliverables.

7. Least Representative Countries:

Candidates from the following least represented countries are encouraged to apply: Angola, Cape Verde, Central African Republic, Congo (DRC), Comoros, Equatorial Guinea, Guinee Conakry, Guinee Bissau,

Madagascar, Mali, Morocco, Namibia, Sahrawi Arab Republic, Sao Tome & Principe, Seychelles, Somalia and South Sudan.

8. Gender Mainstreaming:

The AU Commission is an equal opportunity employer and qualified women are strongly encouraged to apply.

9. Remuneration:

Indicative basic salary of US\$ 76,646.00 (D1 Step1) per annum plus other related entitlements e.g. Post adjustment (46% of basic salary), Housing allowance US\$ 16,819.20 (per annum), education allowance (75% of tuition and other education related expenses for every eligible dependent up to a maximum of US\$7,800.00 per child per annum), etc. for internationally recruited staff of the Commission.

How to Apply:

Applications must be made through the AUC E-recruitment Website <http://www.aucareers.org> not later than 27th January 2018.

Directorate of Administration and Human Resources Management
African Union Commission

Contract Type

Regular (Long Duration)

Employment Fraction

Full-time

Branch

Headquarters