

Foundation for the Global Compact

Consultant Opening | Consultant, Human Resources for Eastern Europe and Central Asia



Job Title: Consultant, Human Resources for Eastern Europe and Central Asia
Contract term: 6 months (possibility for extension)
Department/Office: Dubai Regional Hub, UN Global Compact (Remote working)
Posting period: Deadline: 22 January 2024

OVERVIEW

The United Nations Sustainable Development Goals (SDGs) are the collective plan of global commitments required to end extreme poverty and hunger, tackle climate change and create a more peaceful, just, and equitable world by 2030. This is a significant multi-stakeholder effort that requires aligned collaboration among the private and public sectors, civil society organizations (CSOs) and other non-state actors.

Towards this end, the United Nations Global Compact, the world's largest corporate sustainability initiative, with over 22,000 participants in 166 countries, and over 62 Local Networks and 11 Country Managers around the world, plays an instrumental role in guiding the private sector towards achieving the 2030 Agenda. In the Eastern Europe and Central Asia region there are 10 Local Networks and 3 Country Managers promoting the work of the UN Global Compact in a respective country. The UN Global Compact's ambition is to accelerate and scale the global collective impact of business by upholding the Ten Principles¹ of the UN Global Compact and delivering the SDGs through accountable companies and enabling environments that contribute to change. The UN Global Compact aims at spreading knowledge that companies do business responsibly and find opportunities to innovate around sustainability.

The purpose of this consultancy is to provide expertise in designing and developing performance evaluation systems and enhancing human resource practices among Local Network teams in Eastern Europe and Central Asia.

DUTIES AND RESPONSIBILITIES

- Run an assessment of each Local Network's human resource practices as well as its organizational structure/hierarchy to determine the effectiveness of systems in place and improvements to be made including around competency-based recruitment, retention, operational procedures including use of allowances, internal training and promotion flows, performance management, incentive schemes, grievance mechanisms, running exit interviews and succession planning.
 - Based on assessment, identify specific recommendations for each Local Network's senior management to enable efficient and effective human resource management.
 - Provide group training on good practice in human resources based on the needs outlined resulting from the assessments made.
 - Design staff performance evaluation templates and processes for Local Networks in Eastern Europe and Central Asia to measure individual and team performance, ensuring alignment with the UN Global Compact's overall approach to annual work plans and results monitoring (M&E logframe).
 - Develop performance development plan templates to enhance employee performance and capabilities.
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- Develop other needed templates to enhance human resource practices to address gaps identified in the assessment.
- Review of individual drafts developed by Local Networks based on recommendations put forward.

KEY DELIVERABLES

- Assessment made on each Local Network in the region outlining strengths, gaps and recommendations.
- At least 4 group trainings on human resource good practice.
- Development of relevant templates to be used across the Networks including a Performance Evaluation Template and Performance Development Plan Template
- Compilation and summary of all developed templates and processes to be shared with other regions as best practice.
- Review of individual drafts developed by Local Networks following the recommendations put forward

QUALIFICATIONS

- Strong knowledge of human resources and setting performance evaluations.
- Strong project management skills.
- Expertise working in the Eastern Europe and Central Asia region.
- Demonstrated communication skills, attention to detail, including tailoring language, tone, and content to various audiences.

EDUCATION AND OTHER REQUIREMENTS

- **Experience:** 10 year of working experience in human resources, management, or strategic planning
- **Education:** A first-level university degree in human resources, management or strategic planning
- **Digital Skills:** Proficiency in Excel, PowerPoint, Word, Microsoft Teams/SharePoint and Zoom
- **Language skills:** Proficiency in English (required)

CORE VALUES

- **Integrity:** Demonstrates the values of the United Nations in daily activities and behaviors; acts without consideration of personal gain; resists undue political pressure in decision-making; does not abuse power or authority; stands by decisions that are in the Organization's interest, even if they are unpopular; and takes prompt action in cases of unprofessional or unethical behavior.
- **Professionalism:** Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines, and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; and remains calm in stressful situations.

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- **Respect for Diversity:** Works effectively with people from all backgrounds; treats all people with dignity and respect; treats men and women equally; shows respect for and understanding of diverse points of view and demonstrates this understanding in daily work and decision-making, examines own biases and behaviors to avoid stereotypical responses, and does not discriminate against any individual or group.

APPLICATION

- Please include the following materials in your email submission to UNGC1@unglobalcompact.org with the subject heading “**Consultant, Human Resources for Eastern Europe and Central Asia**”:
 - Cover Letter
 - Resume/CV

Applications will be accepted until **22 January 2024**

Given the anticipated volume of submissions, only highly qualified candidates will be contacted. No phone calls or unsolicited emails outside of the submission process.