POSITION SUMMARY

The United Nations Global Compact is the world’s largest sustainability initiative with over 20,000 participating companies in over 160 countries and 70 Local Networks around the world. As a special initiative of the UN Secretary-General, the UN Global Compact is a call to companies everywhere to align their operations and strategies with Ten Principles in the areas of human rights, labour, the environment and anti-corruption.

The SDG Innovation Accelerator for Young Professionals is a unique opportunity offered to participating companies within the UN Global Compact network. It empowers the young talent within these organizations to collaborate and drive business innovation that aligns with the Sustainable Development Goals (SDGs). This intensive nine-month programme is designed to activate the potential of future business leaders and changemakers. It focuses on the development and implementation of innovative solutions through cutting-edge technologies, initiatives, and business models that contribute to your company’s sustainability objectives.

The Accelerator Lead will spearhead the successful delivery of the SDG Innovation Accelerator for Young Professionals. This multifaceted role involves facilitating communication with Local Networks, managing participant engagement, coordinating content updates, and ensuring the continuous improvement of our online learning management portal. Candidates should have exceptional communication and collaboration skills, manage projects with acute attention to detail, be an effective team player, and be a super user across a range of productivity tools and applications.

RESPONSIBILITIES:

- Lead and successfully deliver the SDG Innovation Accelerator for Young Professionals, ensuring its alignment with organizational goals and objectives.
- Collaborate with various teams across the office, including Programmes, Marketing, Communications, Legal, and Digital, to ensure seamless execution of project plans.
- Manage high-level partnerships with key stakeholders, both internal and external, to enhance accelerator delivery.
- Coordinate with external vendors, including designers, interpreters, translators, and facilitators, as necessary for successful program implementation.
- Facilitate communication with Local Networks and implementation partners through various channels, including Slack, The Local Networks Hub, regular webinars, and bilateral calls as needed. Address technical issues and challenges.
- Organize and lead global calls for Local Networks to facilitate effective program delivery worldwide.
- Facilitate global deep dive sessions for all program participants, addressing audiences of hundreds.
• Lead the coordination of updating and improving program content, including translation of materials as needed.
• Collaborate with other Accelerator Leads to ensure coherence of approach and share best practices across issue areas.
• Manage the continuous improvement, development, and management of the online learning management portal for the accelerator.
• Lead programmatic performance reports in line with the program reporting cycle.
• Design and implement onboarding surveys, end-of-program surveys, and outcome surveys for accelerator participants, focusing on robust measurement of participant experience and outcomes.
• Track and measure KPIs featured in the UNGC log frame to assess accelerator effectiveness.
• Support local networks in navigating partnerships at the country level, identifying strategic opportunities, and finding solutions to challenges.
• Lead capacity-building webinars and training activities for local networks to effectively deliver the accelerator locally.
• Manage budgeting and spending for the accelerator, including grants, funding requests, and payment processes.
• Organize global events, both online and in-person, representing the accelerator when needed.
• Work with colleagues to design and deliver content on breakthrough innovation and intrapreneurship for the Global Compact Academy.
• Support the design and delivery of presentations, reports, and other materials about the accelerator.
• Stay abreast of industry trends and developments in the corporate sustainability landscape.
• Bring in the latest trends and knowledge to keep program materials fresh and resonant annually.

EDUCATIONAL AND EXPERIENCE REQUIREMENTS:

• Advanced University degree (Masters degree or equivalent) in international relations/development, business administration, public administration or related field.
• Minimum of six years of relevant experience in the areas of sustainable development or corporate sustainability.
• Demonstrated strong project management skills, problem-solving abilities and proactive attitude
• Proficiency in Microsoft Office, Google Suite, Slack and Salesforce are required. Further design, communications and social media skills are an asset.
• Experience in monitoring and evaluation is an asset.
• Good understanding of business management practices and business innovation.
• Super-user of digital and productivity applications and tools
• Flexible and service-oriented team player with a can-do and eager-to-learn attitude
• Experience in client-facing role with strong stakeholder management skills
Proven ability to manage multiple priorities, meet deadlines, and thrive in a fast-paced environment
Experience working in SDG Innovation or other area of sustainability and working with Global Compact Networks and/or UN agencies are assets.
Proficiency in English is essential, especially in writing. Knowledge of other languages is highly desirable.

CORE VALUES:

Integrity: Demonstrates the values of the United Nations in daily activities and behaviours; 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.

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 behaviours to avoid stereotypical responses; and does not discriminate against any individual or group.

COMPETENCIES:

- A strong understanding of the mandate and work of the UN Global Compact is required.
- Knowledge of SDG Innovation and Intrpreneurship.
- Experience in programme management including programme design, monitoring, and evaluating and reporting using the relevant frameworks is required.
- Experience in research and drafting reports is desirable.
- Experience managing multi-stakeholder partnerships and consultations is desirable.
- Work experience at a regional and/or international level is desirable.
- Strong attention to detail, organizational and program management skills; ability to lead multiple projects at once.

Please include the below documents in your email submission to hrinquiries@unglobalcompact.org with the subject heading “Senior Manager – SDG Innovation Accelerator Global Operations”

- Cover letter
- Resume/ CV

Applications will be accepted until 23 February 2024.
The Foundation for the Global Compact is committed to creating a diverse and inclusive environment of mutual respect. The Foundation for the Global Compact recruits and employs staff regardless of gender identity, sexual orientation, race, religious, cultural and ethnic backgrounds or disabilities. Reasonable accommodation for applicants with disabilities may be provided to support participation in the recruitment process when requested.