POSITION: Sr Consultant - COP/Reporting Training
DURATION: 9 months (October 2022 – July 2023) / 40h week

POSITION SUMMARY

The Foundation for the Global Compact (UNGC) seeks an experienced, highly motivated training consultant. The consultant will lead the design and implementation of a new learning journey supporting the global roll-out of the UN Global Compact’s new Communication of Progress (COP) - equipping more than 16,000 companies (MNCs & SMEs) around the world to develop and submit their sustainability reporting aligned with the new COP positioning, data requirements, and digital submission platform.

The ideal candidate will be familiar with the sustainability reporting landscape and have a record leveraging educational technology, adult learning theories and multimedia tools to create engaging and impactful learning experiences for a corporate audience.

RESPONSIBILITIES:

- Work with subject matter experts to translate UN Global Compact’s Communication on Progress (COP) guidance for companies, best practices, and needs assessments into practical, compelling and powerful digital learning experiences enables companies to successfully complete and submit their COP.
- Manage the development of blended learning experiences taking into account company size, different geographies, etc.
- Collaborate directly with regional hubs and Local Networks to offer learning at a global, regional and local level global scale
- Provide support and guidance to regional and local instructors who will facilitate blended live sessions at a regional and local level (i.e. on-demand resources, tools, and train the trainer sessions).
- Collaborate with internal UN Global Compact teams across programmes, delivery, O&E and marketing to create an accessible and high quality digital user experience for all corporate COP focal points.
- Develop learning journey success metrics through learner ratings, reviews, and behavior, developing actionable recommendations to aid subject matter experts and delivery teams in iterating on content and format for future programmes

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.

- **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.

**QUALIFICATIONS**

- 5+ years of relevant work experience
- First degree or bachelor’s in business admin, public admin, instructional design/edtech, teaching/education or related fields
- Experience in leading the design and development of digital learning solutions and materials to upskill professional audiences
- Proven track-record of developing and delivering large scale training programmes at global, regional, or local level
- Familiarity with the sustainability reporting landscape is required, previous experience training professionals on sustainability reporting is a plus
- Demonstrated experience facilitating training sessions for a corporate audience and/or ‘train-the-trainer’ sessions
- Technical experience leveraging learning management systems (LMS) like Docebo, Canvas, Thinkific, Kajabi, etc. and other collaborative digital tools to enable learner interaction (i.e. Slack).
- Strong organizational skills and the ability to meet deadlines, prioritize, and work on multiple projects simultaneously with great efficiency and attention to details.
- Collaborative work processes involving multiple stakeholders
- Ability to work proactively in an ambitious and dynamic environment
- Proficiency in English is essential (full command on both spoken and written). Knowledge of other UN official languages would be desirable.

**RECRUITMENT PROCESS**

- Please include the following materials in your e-mail submission to hrintquiries@unglobalcompact.org with the subject heading “Consultant, Sr. Training Developer”:
  1. Cover Letter
2. Resume/CV

- Applications will be accepted until 7, October 2022.
- Given the anticipated volume of submissions, only highly qualified candidates will be contacted. No phone calls or unsolicited emails outside of the submission process.

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