

**Job Title:** Planning Officer, Military Planning Service, P-3  
**Department/Office:** OMA/Military Planning Service  
**Location:** NEW YORK  
**Posting Period:** 07/07/2017 - 05/10/2017  
**Job Opening number:** DPKO/SEC1701/P-3/08

**United Nations Core Values: Integrity, Professionalism, Respect for Diversity**

**Organizational Setting and Reporting:**

This position is located in the Military Planning Service, Office of Military Affairs, DPKO. The incumbent reports to the Chief of Military Planning Service.

**Responsibilities:**

The incumbent will have the following main responsibilities:

Prepare and execute military planning for new and extended missions.

Draft and review strategic and operational estimates, concepts of operations, and rules of engagement.

Assist in the development of support plans for missions.

Oversee the detailed organization, equipment and capabilities for military units and headquarters required for missions.

Provide inputs to Status of Mission Agreements (SOMA), Status of Forces Agreement (SOFA), Memorandums of Understanding (MOUs) with Troop Contributing Countries.

Provide military advice on operational matters.

Prepare and take part in operational advisory, pre-deployment visits, military capability studies and technical survey missions.

Provide military inputs to the Secretary-Generals report and other mandate review actions.

Participate in workshops, seminars, training events and symposiums on peacekeeping.

Undertake tasks and projects in support of peacekeeping development.

Contributes to the drafting/ clearing of code cables, reports of the Military Adviser to the UN peacekeeping and political missions in the Field as well as other Offices in the UN Secretariat, in military component mission wide or thematic reports.

Prepares talking points, speeches, and takes notes while accompanying the Military Adviser and other Senior Official while attending high level meetings.

Contribute to the drafting/ clearing of code cables, reports of the Military Adviser to the UN peacekeeping and political missions in the Field as well as other Offices in the UN Secretariat, in military component mission wide or thematic reports.

Prepare talking points, speeches, and take notes while accompanying the Military Adviser and other Senior Official attending high level meetings.

Undertake these or similar duties anywhere within UN Headquarters as well as in field missions including deployment to the missions for up to 90 days.

**Competencies:**

**Professionalism:** Demonstrated professional competence and knowledge of theories and concepts relevant to military planning at the operational level. Proven research, analytical and evaluative skills, and ability to conduct independent research and analysis, identify issues, formulate concepts and options and make conclusions and recommendations. Ability to produce work with limited supervision and in unfamiliar environments. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

**Planning and Organizing:** Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

**Teamwork:** Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

**Qualification:**

**Education:** Graduate of military command and staff college is required. A first level university degree in Political Science, History, International Relations or related field is desirable.

**Experience:** A minimum of seven years of progressively responsible experience in military profession including international or national operational level planning is required. Applicant must be an active service military officer in the rank of Major or equivalent in other services. Operational experience in a peacekeeping/ peace enforcement/ peace support mission is required. Joint/combined planning experience is desirable. Strategic level planning is desirable.

**Languages:** English and French are the working languages of the United Nations Secretariat. For this post, fluency in English (both oral and written) is required; knowledge of French is desirable. Knowledge of another UN official language is an advantage.

**Assessment Method:**

Kindly note that you, as part of the evaluation of your application for this position, will be requested to undergo written knowledge-based assessment exercises, as well as a competency-based interview.

**Special Notice:**

Circulation of this Job Opening is limited to Member States. Only serving military officers who have received authorization by their National Authorities to apply for this Job Opening will be considered. Appointments are limited to service on posts reserved for active military officers who serve on secondment financed by the support account of peacekeeping operations.