

Bureau of Human Resources Management

Secretaries-General of National
Commissions of Non-Represented and
Under-Represented Member States to
UNESCO

25 AOUT 2023

Ref : HRM/DIR/2023/117

Subject: Young Professionals Programme 2023

Dear Secretaries-General,

I am pleased to inform you that UNESCO is launching a call for applications for the Young Professionals Programme 2023. The objectives of the Programme are to improve the geographical representation of the Secretariat, to promote gender balance at international professional level, to provide learning and professional opportunities for young people, and to enrich and diversify UNESCO.

In this regard, we would like to invite your National Commissions to select and submit a maximum of **15** qualified applications meeting the following criteria:

- i. Nationals of non-represented or under-represented Member States of UNESCO, as of **July 2023**.
- ii. Be **32 years of age** (maximum) **by 31 December 2023**, i.e., born not before 1st January 1991.
- iii. Hold an **advanced university degree (Master's or equivalent)**, with a specialization or a major in the following areas:
 - Education; Natural Sciences; Social and Human Sciences; International Cooperation and Development; Human Resources Management; Business Administration; Psychology; Law; Audit; Finance; Accounting; Media; Journalism; Public Information; Cultural Policies and Development; International Relations and Political Sciences.
- iv. Excellent knowledge of English or French. Knowledge of both working languages is an asset.

In addition to the criteria above, the selection will be based on the Organization's core values of integrity, professionalism, respect for diversity and commitment to UNESCO's mandate. Previous relevant professional experience may be an asset however it is not an essential requirement.

I kindly invite you to identify the most appropriate channels (including your website, the press, social media, academia and professional networks etc.) to disseminate this information to nationals of your country and reach the most qualified candidates.

You are invited to submit – **by 31 October 2023 at the latest** – a copy of each candidate's Curriculum Vitae (in English or French, using a free template of no more than one page), together with the attached table duly completed, to the following e-mail address: YPP@unesco.org. Candidates will also be invited to submit an online application via the dedicated platform.

After a thorough review of applications and an assessment, including video-interviews and/or a written test, short-listed candidates will be interviewed by an Interview Panel.

Selected candidates will be appointed as UNESCO staff members on a regular Fixed-Term contract at the P-1/P-2 level. Assignments may be either at Headquarters or in a Field Office. The renewal of their contract will depend on the evaluation of their performance during the 9-month probationary period.

During the first 12 months of service, the Young Professionals will have the opportunity to work with a mentor who will support them at the start of their assignment. Furthermore, the Young Professionals will be given the opportunity to participate in trainings on various and relevant UNESCO's areas.

For further information, please contact Ms. Annick Grisar, Chief of the Staffing and Recruitment Section (e-mail: a.grisar@unesco.org; tel.: +33 1 45 68 18 84) or Ms. Ayna Karliyeva-Mekaouar, Senior HR Officer (e-mail: a.karliyeva-mekaouar@unesco.org), in the Bureau of Human Resources Management.

Thank you for your kind cooperation.

Yours sincerely,



Kazumi Ogawa
Director HRM

Encl.: List of Non- and Under-Represented Member States to UNESCO

Cc: Permanent Delegations of Non- and Under-Represented Member States to UNESCO