

All Vacancies

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By location

# Strategic Foresight Advisor - IPSA12

Location : Home-based  
 Application Deadline : 18-Jul-22 (Midnight New York, USA)  
 Time left : 11d 16h 4m  
 Type of Contract : IPSA (Regular)  
 Post Level : IPSA-12  
 Languages Required : English  
 Duration of Initial Contract : 12 months  
 Expected Duration of Assignment : 12 months

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UNDP is committed to achieving workforce diversity in terms of gender, nationality and culture. Individuals from minority groups, indigenous groups and persons with disabilities are equally encouraged to apply. All applications will be treated with the strictest confidence.

UNDP does not tolerate sexual exploitation and abuse, any kind of harassment, including sexual harassment, and discrimination. All selected candidates will, therefore, undergo rigorous reference and background checks.

## Background

**Instructions to Applicants:** Click on the "Apply now" button. Input your information in the appropriate Sections: personal information, language proficiency, education, resume and motivation. Upon completion of the first page, please hit "submit application" tab at the end of the page. Please ensure that CV or P11 and the Cover letter are combined in **one file**.

**The following documents shall be required from the applicants:**

**Personal CV or P11**, indicating all past positions held and their main underlying functions, their durations (month/year), the qualifications, as well as the contact details (email and telephone number) of the Candidate, and at least three (3) the most recent professional references of previous supervisors. References may also include peers.

A cover letter (maximum length: 1 page) indicating why the candidate considers him-/herself to be suitable for the position. Managers may ask (ad hoc) for any other materials relevant to pre-assessing the relevance of their experience, such as reports, presentations, publications, campaigns or other materials.

## Office/Unit/Project Description

UNDP works with countries to expand people's choices for a fairer, sustainable future. **UNDP's Strategic Plan 2022-25** aims to build a more agile, anticipatory UNDP that embraces complexity, actively manages risk, continually adapts and seeks to learn alongside delivering results. The Strategy and Futures (S&F) Team in the Executive Office supports the UNDP Administrator in building a more agile, anticipatory UNDP, alert to the trends and changes of an uncertain world and ready to respond to many different futures. The S&F Team is responsible for two pillars of work: strategy and futures. Both pillars intersect and help inform each other. The strategy pillar is responsible for shepherding the Strategic Plan and for providing direction to the corporate systems that underpin our planning and reporting. This includes developing the organization's strategic plans and driving the midterm review of the plans. The futures pillar's focus is to connect, cohere and amplify the various futures efforts across UNDP, linking people and resources of knowledge and experience into and to establish a futures ecosystem, enabling UNDP to achieve stronger development impact.

The S&F Team having oriented **UNDP's Strategic Plan 2022-25** around a vision of a more future-smart and anticipatory UNDP, will work closely with all bureaus, regional and country offices to connect and amplify the various foresight initiatives already underway across the organisation, building a coherent futures ecosystem. Its goal: to infuse a futures perspective throughout UNDP's work that translates into a stronger decision-making and impact, as countries recognize the value of programmes that can anticipate and adapt to change, helping them to confidently navigate an uncertain future.

## Institutional Arrangement

The Strategic Foresight Advisor will be part of the UNDP Executive Office Strategy & Futures Team and report to the Futures Lead. She/he will be required to work closely with the S&F Team, other units in the Executive Office and the broader organization.

## Duties and Responsibilities

### Scope of Work

The Strategic Foresight Advisor will play an integral part in the design of processes, methodologies and products for futures thinking across UNDP in support of the S&F Team's following priorities that reflect the Strategic Foresight Advisor's scope of work:

- designing a **trends and signals system** for the organization to better capture and use trends, signals and other data, to translate them into insights actionable intelligence to inform high-level decision-making;
- the development of a **UNDP signals report**, particularly those signals that may have the greatest potential impact on development;
- support **specific Strategic Plan goals** to understand how global trends and alternative scenarios may impact the pathways to reaching them, and consider their implications for decisions now;
- the conceptualization and carrying out of **'strategy check-ins'** – a review of the Strategic Plan's progress with leadership in light of emerging global trends and future scenarios.
- establish a **UNDP futures network** connecting the varied people and initiatives already working on futures across UNDP and the knowledge and experience on futures and foresight for Country Offices and other teams to consult and apply, including practical case studies on using foresight in UNDP's work.

## Competencies

Core	
<b>Achieve Results:</b>	LEVEL 3: Set and align challenging, achievable objectives for multiple projects, have lasting impact
<b>Think Innovatively:</b>	LEVEL 3: Proactively mitigate potential risks, develop new ideas to solve complex problems
<b>Learn Continuously:</b>	LEVEL 3: Create and act on opportunities to expand horizons, diversify experiences
<b>Adapt with Agility:</b>	LEVEL 3: Proactively initiate and champion change, manage multiple competing demands
<b>Act with Determination:</b>	LEVEL 3: Think beyond immediate task/barriers and take action to achieve greater results
<b>Engage and Partner:</b>	LEVEL 3: Political savvy, navigate complex landscape, champion inter-agency collaboration
<b>Enable Diversity and Inclusion:</b>	LEVEL 3: Appreciate benefits of diverse workforce and champion inclusivity

**People Management (Insert below standard sentence if the position has direct reports.)**

UNDP People Management Competencies can be found in the dedicated [site](#).

### Cross-Functional & Technical competencies

Thematic Area	Name	Definition
Digital & Innovation	Futures & foresight	Ability to look at information from the past and present, identify patterns and trends and use them to inform decision making with a long-term view. Being sensitive and able to scan horizons and pick up weak signals of change, explore their potential implications and assess their impact and urgency. Using creativity and imagination to communicate insights in compelling and engaging ways to challenge current mental models; ability to develop scenarios, speculative designs to present future visions or by making it experiential. Being able to facilitate debate and discussion about possible futures; help people to feel comfortable with the discomfort of uncertainty.
Digital & Innovation	Sensemaking	Being curious about "what's going on?" in the world or direct business environment, grasp 'thick data', separate signals from noise, adopt new frames to identify (non-obvious) patterns. Ability to facilitate group reflection and induce collective learning to extract meaning from experiences; socialise these insights to inform problem solving, decision making, strategic planning or future work. Ability to share and disseminate new perspectives or understandings influencing how key stakeholders socially construct meaning.
Digital & Innovation	Innovation management	Being able to create the, strategies, conditions, structures and systems to enable innovation at an organisational level. Ability to navigate uncertainty and ambiguity, is able manage projects based principles of adaptation and emergence. Ability to shape demand for innovation services, navigate political constraints and make the case for allocation of resources to innovation, connect the appropriate innovation approaches based on business needs and make the case for innovation to be integrated at the planning level within their context. Having in-depth theoretical and experiential knowledge of innovation processes, methods, capabilities.
Digital & Innovation	Systems thinking & transformation	Understand that complex problems need a non-reductionistic, holistic approach. Ability to explore challenges from multiple perspectives by zooming in and out, with a focus on relationships and flows rather than individual elements; understand how certain dynamics and conditions are driving and influencing an issue. Ability to develop a collective understanding by a mapping systems and their dynamics (e.g. flows or
2030 Agenda: Engagement & Effectiveness	Strategic Policy Engagement	Horizon-scanning and future of development resources, information; power relations); is able to handle ambiguity and can help others navigate it. Being able to identify intervention points to leverage change and system transformation by setting out a coherent collection of multiple interventions to probe the system for desirable effects. Understand that change is non-linear and unpredictable; being comfortable and able to work with emergence.

## Required Skills and Experience

<b>Min. Education requirements</b>	<ul style="list-style-type: none"> <li>Master's degree in Social Sciences, such as Public Administration, Economics, International Relations, Political Science, Futures Studies, Behavioural Science, Development Studies or a related area or</li> <li>Bachelor's degree in combination with 2 additional years will be given due consideration in lieu of a Master's degree</li> </ul>
<b>Min. years of relevant work experience</b>	<ul style="list-style-type: none"> <li>Minimum 10 years with a Master's degree or 12 years with a Bachelor's degree of working experience in applying strategic foresight through a combination of consultancy services, or full-time employment                             <ul style="list-style-type: none"> <li>Experience in working in strategic foresight with geographically and culturally diverse constituents with proven experience in contextualizing content to stakeholders</li> <li>Experience working within or for the UN system or other international humanitarian/development organisations is an advantage</li> </ul> </li> </ul>
<b>Required skills</b>	<ul style="list-style-type: none"> <li>Foresight strategy</li> <li>Foresight data, research, analysis</li> <li>Strategic planning</li> </ul>
<b>Desired skills in addition to the competencies covered in the Competencies section</b>	<ul style="list-style-type: none"> <li>Systems' thinking and design</li> <li>International affairs or international development</li> </ul>
<b>Required Language(s)</b>	<ul style="list-style-type: none"> <li>Fluency in English. Written and spoken knowledge of an additional UN language is desirable</li> </ul>
<b>Professional Certificates</b>	<ul style="list-style-type: none"> <li>N/A</li> </ul>

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