



**MINISTRY OF PUBLIC SERVICE, ADMINISTRATIVE AND  
INSTITUTIONAL REFORMS  
MAURITIUS**

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**Ministry of Public Service, Administrative and Institutional Reforms**  
**Circular Letter No 25 of 2021**  
**E/152/48/15/ V17**

From: **Supervising Officer**

To: **Supervising Officers in Charge of Ministries/Departments**

**Call for Nominations – Executive Director of UN Women**

The United Nations Secretariat is inviting applications from appropriately qualified candidates for the position of Executive Director of the United Nations Entity for Gender Equality and the Empowerment of Women (Un Women). This position is at the Under-Secretary-General level and is based in New York, USA.

2. Details regarding the above mentioned vacancy may be accessed on the following Website of the United Nations: <http://www.un.org/sg/en/vacancies/index.shtml>. A copy is herewith enclosed for ease of reference. Please note that deadline for submission of nomination to the Ministry of Foreign Affairs, Regional Integration and International Trade is **14 June 2021**.

3. It would be appreciated if the contents of this Circular Letter could be brought to the attention of all officers serving in your respective Ministries/Departments.

**R. Moolye**  
**for Supervising Officer**

*Encl.*

# United Nations Nations Unies

HEADQUARTERS • SIEGE NEW YORK, NY 10017

TEL.: 1 (212) 963.1234 • FAX: 1 (212) 963.4879

REFERENCE: EOSG/SLA/2021/4

## **Executive Director of the United Nations Entity for Gender Equality and the Empowerment of Women (UN Women)**

The Secretariat of the United Nations presents its compliments to the Permanent Missions to the United Nations and has the honour to request the nomination of candidates for the position of Executive Director of the United Nations Entity for Gender Equality and the Empowerment of Women (UN Women). This position is at the Under-Secretary-General level and is based in New York, USA.

The Executive Director of UN Women is a member of the Secretary-General's Senior Management Group, and as such, serves as a role model for the Organization's core values (Integrity, Professionalism and Respect for Diversity) and the desired behaviours of the United Nations System Leadership Framework. The Executive Director is also a member of the United Nations Sustainable Development Group, which guides, supports, tracks and oversees the coordination of United Nations development operations in 162 countries and territories.

The Secretariat welcomes nominations to supplement the Secretary-General's search and consultations and would especially welcome the nomination of women candidates.

### ***Background***

A global champion for women and girls, UN Women was established to accelerate progress on meeting their needs worldwide. UN Women supports Member States as they set global standards for achieving gender equality and works for governments and with civil society to design laws, policies, programmes and services needed to ensure that the standards are effectively implemented and truly benefit women and girls worldwide. It works globally to make the vision of the Sustainable Development Goals a reality for women and girls and stands behind women's rights and equal participation in all aspects of life, focusing on four strategic priorities: women lead, participate in and benefit equally from governance systems; women have income security, decent work and economic autonomy; all women and girls live a life free from all forms of violence; and women and girls contribute to and have greater influence in building sustainable peace and resilience, and benefit equally from the prevention of natural disasters and conflicts and humanitarian action.

Further information on UN Women is available on the following website:  
<https://www.unwomen.org/>

In accordance with General Assembly resolutions 63/311 and 64/289, the Executive Director shall be appointed by the Secretary-General, in consultation with Member States in accordance with the relevant provisions of Article 101 of the Charter and on the basis of equitable geographical representation and gender balance, for a term of four years, with the possibility of renewal for one term.

**Nominations must be submitted through the following website:**

✓ <https://www.un.org/sg/en/vacancies/index.shtml> by Monday 28 June 2021 (midnight New York time).

The nominating Government is also requested to certify that it is not aware of any allegations against its nominated candidate, that they have been involved, by act or omission, in the commission of any acts that amount to violations of international human rights law or international humanitarian law.

All nominations will be treated with the strictest confidence and short-listed candidates will be contacted directly to undergo an assessment process, reference and background checks, including human rights and conflicts of interest screening.

#### ***Duties and Responsibilities***

The Executive Director reports directly to the Secretary-General and is responsible for all the activities of UN Women, including its administration. The Executive Director:

- serves as the Chief Adviser to the Secretary-General on issues of gender equality and women's empowerment, and is entrusted with a dual mandate combining normative, analytical and monitoring functions with policy advisory, coordination and catalytic programming functions;
- executes the Entity's mandate to provide normative support functions with normative policy guidance from the General Assembly, the Economic and Social Council and the Commission on the Status of Women, pursuant to UN General Assembly resolution 64/289, which established UN Women;
- executes the Entity's mandate for operational activities with operational policy guidance from the General Assembly, the Economic and Social Council and the Executive Board of the Entity, pursuant to UN General Assembly resolution 64/289, which established UN Women;
- provides leadership, management and oversight of UN Women functions, as well as a global voice for women;

- establishes appropriate mechanisms to assist and support the realisation of all the strategic objectives and actions agreed upon in the Beijing Declaration and Platform for Action, as well as the national and international commitments stipulated in the outcome of the twenty-third special session of the General Assembly, in supporting countries to achieve the 2030 Agenda for Sustainable Development and the Sustainable Development Goals;
- exercises collaborative leadership by contributing to setting system-wide strategic priorities, joint policy formulation and decision-making of the United Nations Sustainable Development Group, as well as to operationalizing system-wide policies or normative guidance for the United Nations' sustainable development activities.

### *Skills and Expertise*

The Secretary-General is seeking an individual with the following attributes:

- recognized leader with extensive knowledge and experience in the areas of gender equality, women's empowerment and challenges, needs, and women's rights, including the ability to be a powerful and convincing advocate on all aspects of gender equality and women's economic empowerment within the United Nations system, with Governments, and externally with civil society organizations, as well as the wider public;
- demonstrated commitment to the 2030 Agenda for Sustainable Development and achievement of the Sustainable Development Goals, with experience and understanding of the ways in which the normative, coordination and operational aspects of the entity's mandate interconnect and create opportunities for social change and measurable impact;
- demonstrated leadership experience with strategic vision and ability to seize emerging opportunities for influence and impact, proven skills to manage a complex organization with staff of diverse cultural backgrounds in multiple locations, and the ability to mobilize various forms of support from multi-stakeholders and partners;
- demonstrated leadership, proven networks, management experience, and proven skills in leading organizational transformations, organizational development, financial and organizational sustainability, and delivering innovative and ambitious results with measurable impact at scale;
- demonstrated ability to work harmoniously in a multi-cultural team and establish harmonious and effective working relationships both within and outside the organization;
- demonstrated commitment to the values and guiding principles of the United Nations; the work and objectives of UN Women, as well as familiarity with the United Nations system and its work across key pillars of peace and security, development and human rights.

## *Languages*

English and French are the working languages of the United Nations. For this position, fluency in English is required. A working knowledge of another United Nations official language (Arabic, Chinese, Russian and Spanish) will be an advantage.

## *Human rights screening*

In accordance with the policy for the nomination of candidates, the Secretariat wishes to outline that it is the responsibility of the nominating Government to ensure that each candidate it nominates has not been convicted of or is not currently under investigation or being prosecuted for any criminal offence, or any violation of international human rights law or international humanitarian law. In the case of nominees who have been investigated for, charged with or prosecuted for any criminal offence but were not convicted, the nominating Government is requested to provide information regarding the investigation(s) or prosecutions concerned. The nominating Government is also requested to certify that it is not aware of any allegations against its nominated candidates that they have been involved, by act or omission, in the commission of any acts that amount to violations of international human rights law or international humanitarian law.

Individuals who are either nominated by Member States or who seek to serve with the United Nations in any individual capacity will be required, if short-listed, to complete a self-attestation stating that they have not committed, been convicted of, nor prosecuted for, any criminal offence and have not been involved, by act or omission, in the commission of any violation of international human rights law or international humanitarian law.

## *Conflicts of interest screening*

All United Nations staff members are expected to uphold the highest standards of efficiency, competence and integrity. Senior leaders in particular, have the responsibility to serve as role models in upholding the organization's ethical standards.

A conflict of interest occurs when, by act or omission, a staff member's personal interests interfere with the performance of their official duties and responsibilities, or call into question their integrity, independence and impartiality. Risk for conflicts of interest may arise from a staff member's engagement in outside (non-UN) employment or occupation; outside activities, including political activities; receipt of gifts, honours, awards, favours or remuneration from external (non-UN) sources; or personal investment. In particular, no staff member shall accept any honour, decoration, favour, gift or remuneration from any Government (staff regulation 1.2 (j)).

Where a real or perceived conflict of interest does arise, senior leaders are obligated to disclose this to the organization without delay. In order to avoid real or perceived family influence or preferential treatment and conflicts of interest that could stem from such situations, the United Nations Staff Rules provide that appointments "shall not be granted to anyone who is the father, mother, son, daughter, brother or sister of a staff member" (staff rule 4.7 (a)).

Short-listed individuals will also be required to complete a pre-appointment declaration of interests for senior positions to identify possible conflicts of interest that may arise and to proactively prevent and manage, as much as possible and in a timely manner, situations in which personal interests may conflict or appear to conflict with the interests of the United Nations, should the individual be appointed to this position.

The Secretariat takes this opportunity of reiterating to the Permanent Missions to the United Nations the assurances of its highest esteem.

17 May 2021