



Humanitarian Coordination Leadership Posts

A Guide for Candidates

What types of humanitarian coordination leadership posts are there?

Humanitarian coordination leadership posts include the following posts:

RC-track posts:

- ✓ Resident Coordinator (RC) in disaster-prone countries
- ✓ RC/Humanitarian Coordinator (RC/HC)
- ✓ Deputy Special Representative of the Secretary-General/RC/HC (DSRSG/RC/HC)
- ✓ Deputy Special Coordinator/RC/HC (DSC/RC/HC)

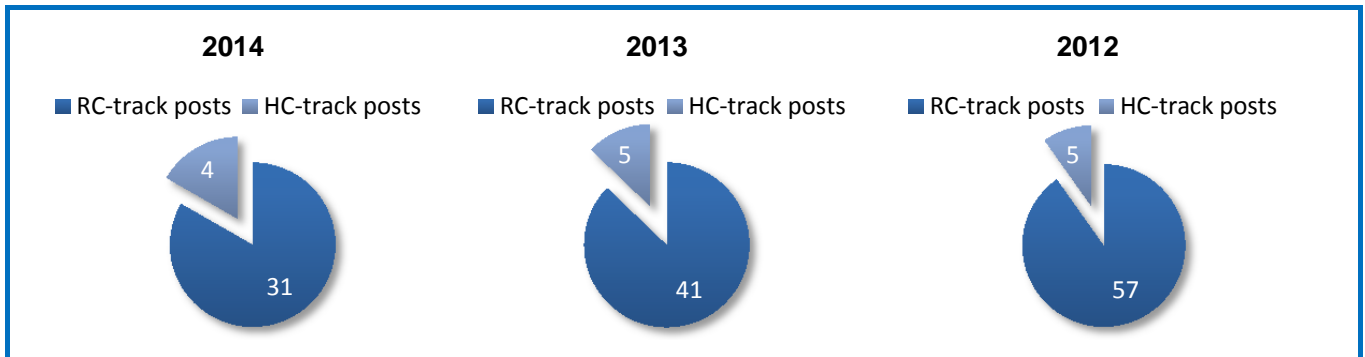
HC-track posts:

- ✓ Stand-alone HC (HC)
- ✓ Deputy HC (DHC)
- ✓ Senior HC (SHC)
- ✓ Regional HC (RHC)
- ✓ Deputy Regional HC (DRHC)

RC-track posts have a standard length of assignment of 4 or 5 years and are advertised on a regular and predictable basis. HC-track posts are established sporadically and in an ad-hoc manner to respond to specific humanitarian developments.


 *The majority of humanitarian coordination leadership posts are in the RC track.*

Number of advertised positions by track



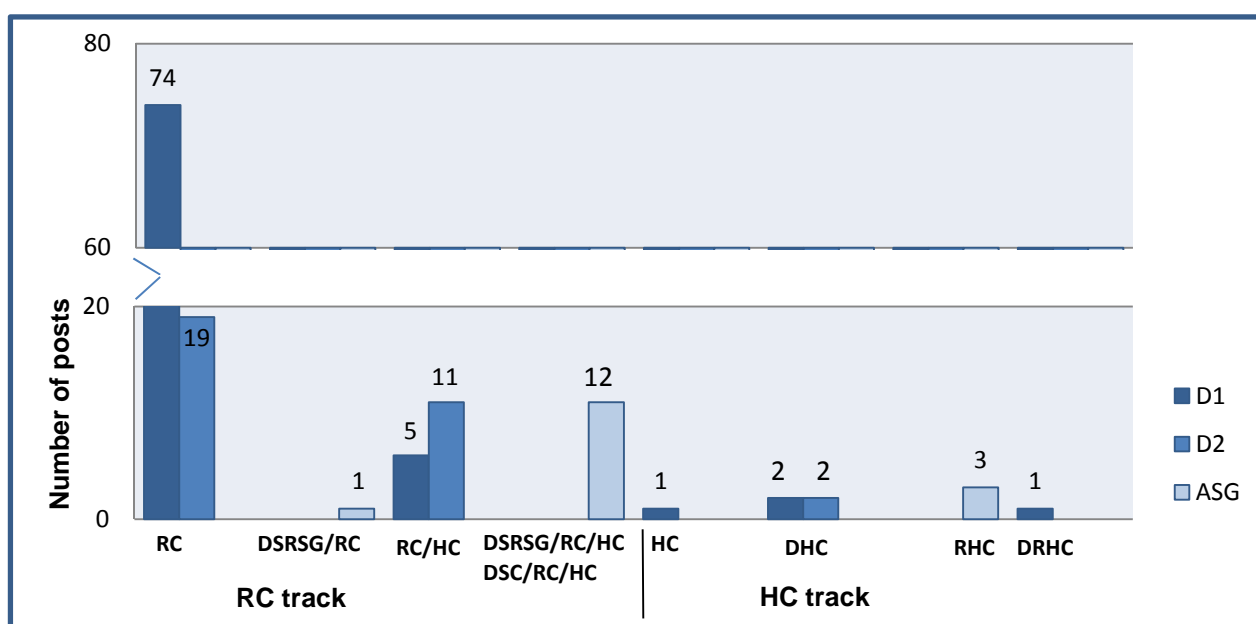
At what level are these posts?

RC-track posts: Most RC posts are at the D1 level, whereas most RC/HC posts are at the D2 level, given their complexity. DSRSG/RC/HC and DSC/RC/HC posts are at the ASG level.

 *Most HC posts in the RC track are not at the entry level.*

HC-track posts: The entry-level positions are DHC and DRHC, both at D1 level. SHC and RHC positions are at the ASG level, and require seasoned experience in humanitarian coordination. Stand-alone HCs are as rule agency representatives already working in the country who are designated as such by the ERC, and can be at either D1 or D2 level.

Number and level of posts by track



*SHCs are at the ASG level; there are currently no SHC positions.

The most common career path is to start with an RC post in a disaster-prone country at the D1 level, and thereafter advance to more complex RC/HC posts at the D2 level, and potentially progress to DSRSG/RC/HC posts at the ASG level.

- ⚠ *It is extremely rare for candidates to move from a UN agency or NGO position to an RC/HC post at the D2 level.*
- ⚠ *For DSRSG/RC/HC and DSC/RC/HC posts, prior RC or RC/HC experience is strongly desirable.*

Who is eligible for these posts?

RC-track posts¹:

Candidates with:

- ✓ 15 years of relevant international experience, including representation and leadership experience at senior level;
- ✓ At least five years of cumulative experience in development, rule of law or humanitarian work at country level.

HC-track posts:

Candidates with:

- ✓ 15 years of relevant international experience;
- ✓ At least five years of representation and leadership experience at senior level, including at least three years at the country level as representative or deputy representative of their organization;
- ✓ At least five years of experience managing humanitarian operations at country level.

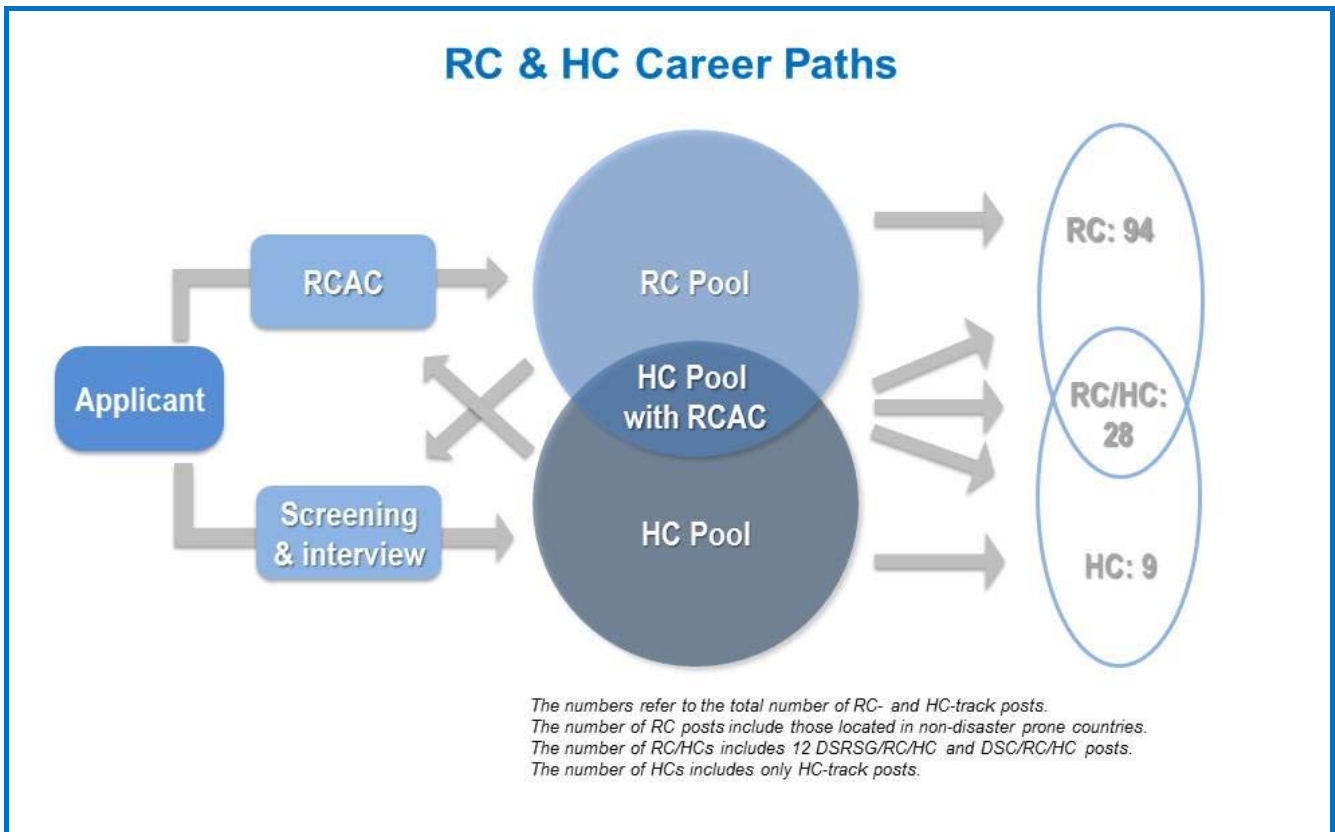
Ideally, candidates would also have coordinating experience in a humanitarian setting and development experience.

¹ For more details, please see the UN RC Generic Job Description approved by the UNDG on 6 February 2014.

How can candidates access these tracks?

RC-track posts: Candidates must have passed the Resident Coordinator Assessment Centre (RCAC), a three-day simulation assessing candidates' competencies against the RC Competency Framework. The RCAC normally takes place twice per year, in May and November. UNDP circulates a call for nomination to UN agencies in March and September. To undertake the RCAC, candidates (both UN and non-UN staff) must be sponsored by a UN agency. Non-UN candidates who are members of the HC Pool are systematically sponsored by OCHA. Candidates who successfully pass the RCAC are placed in the RC Pool.

HC-track posts: Candidates must normally be members of the HC Pool. To become a member, candidates must be nominated by an IASC agency and pass a selection process. Candidates not affiliated with an IASC agency can be nominated by OCHA. OCHA circulates a call for applications yearly, usually in the Spring. Candidates's CVs are first screened by an IASC panel of human resources professionals, and shortlisted candidates are interviewed by a senior-level IASC panel chaired by a former HC and including both UN and non-UN representatives.



UN staff: UN staff can take either track: they can start by asking their agency to nominate them to the RCAC, then, if they want to access HC-track posts too, ask their agency to nominate them to the HC Pool. Or else, they can ask their agency to nominate them to the HC Pool first and then, if successful, ask their agency to nominate them to the RCAC.

⚠ *UN agencies increasingly nominate candidates to the HC Pool first as it provides a no-cost test of the viability of their candidates for the RCAC.*

Non-UN staff: Non-UN staff should ask their organization (or OCHA) to nominate them to the HC Pool. Once they are in the HC Pool, OCHA nominates them to the RCAC.

⚠ *Candidates who are both in the RC Pool and the HC Pool have the greatest access to RC- and HC-track positions.*

How can candidates apply for these posts?

RC-track posts: Vacancies are circulated on a regular basis (normally four times per year) by UNDP to all RC Pool members and nominating agencies. To apply for a position, RC Pool members must be nominated by a UN agency. Non-UN candidates who are members of the HC Pool are nominated by OCHA.

HC-track posts: Vacancies are circulated to IASC agencies (Principals or Emergency Directors) and to HC Pool members when they arise. HC Pool members must be nominated by their agency if they are UN staff, or they can apply directly if they are non-UN staff. Candidates who are not HC Pool members may be nominated by their organization.

Stand-alone HCs are as a rule agency representative already working in the country who are designated as such by the ERC; hence these posts are not advertised.

How long does it take to get deployed?

RC-track: As a rule, candidates apply several times before being selected for a position. The average time span between when candidates start applying for posts and when they are deployed is of one year.

HC-track: Candidates are selected and deployed within an average timeframe of two months.

How can candidates maximize their chances of deploying?

Candidates' chances of deploying depend on their professional profile and experience.

If you have not passed the RCAC, your chances of deploying are very slim, as you are eligible only for HC-track posts, which are few and unpredictable.

If you have passed the RCAC, these factors will increase your chances of deploying:

- ✓ Actively applying for posts;
- ✓ Being flexible with respect to the posts you are applying for, as desirable or family duty stations attract more competition;
- ✓ Being fluent in French, Arabic or Russian, as there are fewer candidates with these language skills;
- ✓ Being a woman, as at equal levels of qualification there is a strong desire for gender balance;
- ✓ Being from the South, as at equal levels of qualification there is a strong desire for geographical balance.

In addition, for RC-track posts:

- ✓ Having development experience;
- ✓ If you are at the D1 level, being willing to move laterally, as for D2 posts you will face strong competition from individuals who have served as RC at the D1 level;
- ✓ Having some UN experience.

 **In sum, what are the best entry points into humanitarian coordination leadership positions?**

- Apply for membership in both the RC Pool and the HC Pool, as this will give you access to both RC-track and HC-track positions.
- Since there are few HC-track positions available, the most reliable route is through D1 RC positions.
- If you are from the NGO community, consider getting some UN experience, for instance through OCHA field positions.

 **For more information**

RC-track posts:

- Guidelines for the Selection and Appointment of Resident Coordinators, November 2009: Available on the UNDG website
- UN RC Generic Job Description approved by the UNDG on 6 February 2014: Available on the UNDG website
- UNDG website: <https://undg.org/>
- RCOOnline: <http://rconline.undg.org/>

HC-track posts:

- HC Pool Info Note: Available on the Humanitarian Response website (under documents)
- HC Terms of Reference, 2009: Available on the Humanitarian Response website (under documents)
- Humanitarian Response website: <https://www.humanitarianresponse.info/>
- Contact Ms. Claire Messina at messinac@un.org.

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