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United Nations Office
for the Coordination of
Humanitarian Affairs

Resident Coordinator/Humanitarian Coordinator (RC/HC) Talent Pipeline

Application Guide

April 2021

RC/HC Talent Pipeline

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Jointly managed by the United Nations Development Coordination Office (DCO) and the United Nations Office for the Coordination of Humanitarian Affairs (OCHA), the Resident Coordinator/Humanitarian Coordinator (RC/HC) Talent Pipeline aims to build a diverse and deep pipeline of high calibre candidates for Resident Coordinator positions, including for posts carrying a Humanitarian Coordinator designation. Eligible candidates who demonstrate high potential vis-à-vis the RC role will be admitted into the RC/HC Talent Pipeline. Through the pipeline, members will be offered opportunities to further develop their knowledge, competencies and experience in order to better ready them for these roles. Placement in the RC/HC Talent Pipeline does not guarantee an invitation to the Resident Coordinator Assessment Centre (RCAC), which remains a prerequisite for applying to RC and RC/HC job openings.

1. Eligibility Criteria

The RC/HC Talent Pipeline is intended for candidates who are nearly ready or ready for RC and RC/HC positions. Thus, candidates should normally remain in the RC/HC Talent Pipeline for a maximum of 3 years. Within that time, candidates are expected to reach the minimum eligibility criteria of the [RCAC](#).

In line with the above, candidates to the RC/HC Talent Pipeline must meet the following minimum criteria at the time of application:

- Be at the P-5 level and above, or equivalent level of seniority outside of the UN system.
- Master's degree – or equivalent post graduate qualification – in development studies, international relations, political science, economics, social sciences, human rights, law, or closely related fields¹.
- A minimum of twelve (12) years of substantive experience and results in leadership roles at the international level; including at least two (2) years of cumulative experience in development, human rights, peacebuilding, political affairs, and/or humanitarian work at the country level².
- Ability to serve for at least the maximum duration of one tour of duty (i.e., 5 years) before reaching the mandatory age of separation (65 years)³ at the time of RCAC participation, if invited.
- Fluency in English.
- Rating of “Fully met performance expectations” or equivalent, in the last two performance appraisals, where applicable.
- Record of good standing; candidates will not be considered if they have committed violations of international human rights law, violations of international humanitarian law, sexual exploitation, sexual abuse, or sexual harassment, or if there are reasonable grounds to believe that they have been involved in the commission of any of these acts.
- Commitment to fully engage in RC/HC Talent Pipeline activities with the intention of pursuing an RC or RC/HC role within the next 1-3 years, if successful at the RCAC.

¹ For otherwise suitably qualified candidates, a first level university degree with a relevant combination of academic qualifications and experience may be accepted in lieu of an advanced post graduate university degree.

² Country-level experience is defined as experience working directly with governments and other national and international partners on a day-to-day basis preferably in situ.

³ DSRSG/RC/HC and RC/HC posts at the ASG level are not subject to staff rules and regulations on the mandatory age of separation. As such, candidates at the D-2 level who demonstrate substantive high-level inter-agency coordination experience in the field and wish to be considered only for ASG-level DSRSG/RC/HC and RC/HC positions will exceptionally be considered regardless of age.

Additionally, eligible candidates may be evaluated against the following desirable criteria:

- Recent international country-level experience in a leadership position (i.e., managerial and/or senior-level representational experience).
- Experience serving on UN Country Teams (UNCTs)/Humanitarian Country Teams (HCTs), or equivalent
- Experience in inter-agency coordination, or equivalent.
- Experience in developing strategic partnerships with governments, intergovernmental entities, private sector and other stakeholders.
- Working knowledge of another official UN language.

Due regard will be paid to the importance of selecting candidates on as wide a geographical basis as possible. The United Nations Secretariat is committed to achieving 50/50 gender balance in its staff. Female candidates are strongly encouraged to apply. The United Nations places no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs. The United Nations is committed to creating a diverse and inclusive environment of mutual respect. The United Nations recruits and employs staff regardless of gender identity, sexual orientation, race, religious, cultural, and ethnic backgrounds, or disabilities.

2. Application process for UN system candidates

Candidates should fill out the [online application form \(https://nominations.un.org/f/RCHC2021\)](https://nominations.un.org/f/RCHC2021) and upload their two most recent performance appraisal reports, or equivalent. Once candidates have submitted their application in the system, it will be redirected to the HR focal point of their organisation for their review and endorsement.

UN entities can endorse up to five candidates and are strongly encouraged to support the Secretary-General's commitment to gender parity, diversity and inclusion when proposing candidates for consideration. It is recommended that the endorsements include at least three female candidates and at least three candidates from programme countries or/and unrepresented and underrepresented Member States.

All applications and their endorsements must be received by **Friday, 21 May 2021 (23:59 EST)**.

Candidates are encouraged to apply well in advance to provide their entity with sufficient time to review and endorse their application.

3. Application process for external candidates

External candidates should fill out the [online application form \(https://nominations.un.org/f/RCHC2021\)](https://nominations.un.org/f/RCHC2021) and upload their two most recent performance appraisal reports or equivalent by **Friday, 21 May 2021 (23:59 EST)**.

4. Eligibility Validation

While it is the responsibility of the UN entity and of external candidates to ensure that applications meet the eligibility criteria outlined above, DCO and OCHA will review the eligibility of the candidates based on the information provided in the candidates' application form and performance appraisal reports. Candidatures that do not clearly meet the eligibility criteria in full will not be considered.

5. Screening Process and Assessment

Eligible candidates will be invited to participate in a more extensive assessment in order to better measure their potential vis-à-vis the [RC Leadership Profile](#). This assessment may include written exercises, interviews, reference

checks and other methods. Based on thorough review of these assessment results by the Admission Panel, and with consideration given to the needs of the RC and RC/HC tracks, candidates demonstrating the highest potential will be placed in the RC/HC Talent Pipeline. DCO and OCHA will inform the UN entities and external candidates of the outcome.

All assessment outcomes are final and are not subject to rebuttal by the candidates or the candidates' entities.

6. Placement in the RC/HC Talent Pipeline

Upon placement in the pipeline, members will be offered opportunities to address their specific developmental needs with a view to better readying them for the RC role. The length of a member's stay in the RC/HC Talent Pipeline will vary based on individual readiness but should normally not exceed 3 years. During that time, members are expected to actively participate in the pipeline activities to ensure that they reach the minimum eligibility criteria of the RCAC.

Placement in the RC/HC Talent Pipeline does not guarantee an invitation to the RCAC.

7. RCAC and next steps

A periodic review of the RC/HC Talent Pipeline members will be conducted to assess their readiness for the RCAC. Only members found to be ready and eligible will be encouraged to apply to the RCAC.

Candidates who successfully pass the RCAC will be placed in the RC Pool, which is a prerequisite for applying to RC and RC/HC vacancies.

Questions on the process should be addressed to rctalent.dco@un.org and hlss@un.org.



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