OSCE Presentation at the
Women Higher Education for Peace
Vienna Forum

Job Fair
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Ms. Anne Saclao
Ms. Greta Vasilevskyte
What is the OSCE?

"With 57 participating States in North America, Europe and Asia, the OSCE is the world’s largest regional security organization, working to ensure peace, democracy and stability for more than a billion people."
Where do we come from?

- Traces its origins to the Helsinki Final Act and the creation of the CSCE (1975)
- A multilateral forum for dialogue between East and West during the Cold War
- 1990s first permanent structures: Secretariat, Institutions and first field missions
- 1994 renamed OSCE
What is characteristic of the OSCE?

- Consensus
- Decision-making
- Status (non legal)
- Governance
Project Co-ordinator in Ukraine, Special Monitoring Mission to Ukraine

The Conflict in the Area Dealt by the OSCE Minsk Conference

Bishkek

Programme Office in Astana

Where are we?
The many branches of the OSCE

- Good governance
- Roma and Sinti
- Gender equality
- Democratization
- Tolerance and non-discrimination
- Reform and co-operation in the security sector
- Rule of law
- Transnational threats, border management, combating terrorism, and policing
- Human rights
- Environmental activities

Media freedom and development
Arms control
National minority issues
Economic activities
Elections
Conflict prevention and resolution
Education
Combating human trafficking

OSCE Organization for Security and Co-operation in Europe
Our most precious added-value

1st Dimension
- Anti-Terrorism Unit (ATU)
- Border security
- Ammunition destruction, etc.

3rd Dimension
- Human trafficking
- Gender issues
- Minority rights, etc.

2nd Dimension
- Good Governance
- Water/waste management
- Border crossing facilitation, etc.

OSCE

Organization for Security and Co-operation in Europe
What jobs do we have?

Human Rights Officer  Policy Support Officer
Democratization Officer  Media Monitor
Legal Officer  Auditor
Economic and Environmental Officer  Monitoring Officer
Adviser on Anti-Trafficking Issues
How do we employ?

- **International/Local Contracted Staff**
  - Professional Staff
  - General Services Staff

- **National Contracted Staff**
  - National Professional Staff (Field Operations)
  - General Services Staff

- **Seconded Staff**
  - Staff members (Institutions)
  - Mission members (Field Operations)

- **STAs + SSAs (Consultants)**

- **Junior Professional Officers**

- **Internships**
STA vs. SSA

- Usually provides administrative assistance to the department
  - Selected through a recruitment process (VN) or from the Roster
  - Periods from one week up to 5 months 29 days
  - Max. one year (with the break of one month in between) in one duty station
  - Two years max. as STA within OSCE
  - Only nationals of pS

- Provides advisory services or expert assistance, special skills or knowledge
  - Selected through a recruitment process (VN) or from the Roster
  - 1 or 2 days, several weeks or up to a total period of 3 months, extendable to maximum of 6 months within a given 12 months period
  - Can be either home-based or requested to travel to the Secretariat, an Institution or a Field Operation to carry out assignment
  - No nationality restrictions
Junior Professional Officer Programme

What do we offer:

- 6 months Secretariat
- 6 months Field Operation
- Annually 2 rounds:
  - October: paid by OSCE
  - April: paid by your Government
- Organizational insight
- Practical work experience

What do we require:

- Completed university degree
- Under 30 years old
- Excellent English skills
- Some professional experience (asset)
- Nomination through your Government
Internships

What do we offer:
- 2 to 6 months internship
- Organizational insight
- Practical work experience
- May receive allowance of 400 to 600 euros (monthly) if not a resident of the duty station (depending on budget of the Hiring Department)

What do we require:
- Final year/recent graduates
- Under 30 years old
- Excellent English skills
- Direct application
- Some experience (asset)
Contracted Posts

- Fixed term contracts at the Secretariat, Institutions and, to a limited extent and mainly in the area of administration, at its field operations.

- Contracted staff members and mission members are directly employed by the OSCE and are paid by the OSCE.
Contracted Posts

Contracted posts are divided into various grade levels, which indicate the period of service:

- Local posts G1 – G6 (unlimited)
- Professional posts P1 – P4 (max. 7 years)
- Professional posts P5 (max. 5 years)
- Directors in the Secretariat (max. 4 years)
Seconded Posts - Recruitment Procedure

The only difference in the procedure for the recruitment of seconded staff are as follows:

- Candidates are nominated by OSCE participating States for specific vacancy notices
- The long-list is sent to the respective field operation from DHR in the Secretariat
- Short-listed candidates are interviewed by field operations and the approval of the selection is made by Head of Mission

Approx. 90% of all international staff in field operations are seconded.
Seconded Posts

- Seconded posts are categorized using 12 fields of expertise and four levels of professional competence:
  - Senior Management - S4
  - Middle Management - S3
  - Senior Professional - S2
  - Professional - S1
What are we looking for? Fields of expertise

<table>
<thead>
<tr>
<th>Human Rights</th>
<th>Rule of Law</th>
</tr>
</thead>
<tbody>
<tr>
<td>Democratization</td>
<td>Elections</td>
</tr>
<tr>
<td>Economic and Environmental Affairs</td>
<td>Media Affairs</td>
</tr>
<tr>
<td>Education</td>
<td>Political Affairs</td>
</tr>
<tr>
<td>Administration and Support</td>
<td>General Staff/Monitoring functions</td>
</tr>
<tr>
<td>Military Affairs</td>
<td>Civilian Police</td>
</tr>
</tbody>
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Applying for a position with the OSCE

Vacancies are advertised on the OSCE website

Candidates can apply using the OSCE employment webpage

(www.osce.org/employment)
The OSCE Competency Model

- **Managerial Competencies**
  - Leadership
  - Strategic Thinking
  - Managing Performance

- **Core Competencies**
  - Communication
  - Collaboration
  - Analysis & Decision-Making
  - Planning
  - Initiative-Taking
  - Flexibility

- **Core Values**
  - Commitment
  - Diversity
  - Integrity
  - Accountability
The OSCE Competency Model

The Competency Model clarifies expectations and sets standards for performance, while also serves as the basis for the core HR processes:

- Job Design
- Recruitment
- Performance Management
- Learning & Development
How do we recruit?

- Vacancy notice (3-4 weeks deadline)
  > Only for seconded positions and JPOs → Nomination through your Government
- Long-listing
- Pre-testing/SONRU (if necessary)
- Short-listing
- Competency based Interview →
- Written technical test
- Selection -> Offer -> Appointment

(Length of recruitment process - 3 to 5 months)

“The single best predictor of future behaviour is a person’s recent past behaviour”
Your Application

- Make sure we want to read it
- It should contain strong sentences containing information about what you specifically have done
- Try to quantify and qualify your experience
- Tailor applications to each vacancy
The Successful Candidate

- The successful candidate is hired and a contract and benefits package prepared

- They are invited to the General Orientation Programme (GoP) prior to deployment:
  > For all new OSCE officials
  > Introduction to OSCE history, structure and activities
  > Introduction to OSCE management tools and standards
  > Sharing of good practices and expertise
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Linkedin
OSCE Company Page
Managed jointly by DHR & COMMS
32,000+ followers and
30% growth in 2015
Questions?

www.osce.org/employment

recruitment@osce.org
Thank you for your attention!