

Vacancy announcement

Position title – Head of the Science Department

Salary: Base salary at **4 700 €** net/month, commensurate according to experience and qualifications
Salary – partially to totally – exempt of French income tax
Benefits (annual quality bonus)

Duration : Two (2) years - renewable

Context:

The World Organisation for Animal Health (OIE) is the intergovernmental organisation responsible for improving animal health worldwide. The standards it develops for the trade of live animals and products of animal origin are recognized by the World Trade Organization as reference international sanitary rules (<http://www.oie.int/fr/>).

The OIE, then known as the « Office international des épizooties », was created on the 25th of January, 1924. Its headquarters are based in Paris. It comprises 182 Member Countries and is present on all continents through 12 Representations or Bureaus in total.

The Science Department was created as a stand-alone Department following restructuring in 2018. Previously the functions of this Department had been included in the Science and New Technologies Department. Two new Departments were created, the other being the Antimicrobial Resistance and Veterinary Products Department.

The Science Department leads the OIE's systems for identifying, addressing, publishing and implementation of science arising from development and review of international standards, global control programmes, and capacity building. This system works in conjunction with the STAR-IDAZ International Research Consortium, for which the Science Department is co-Secretariat. The Department provides the Secretariat for two of four of the OIE's Specialist Commissions, being the Scientific Commission for Animal Diseases (SCAD) and Biological Standards Commission (BSC). As such, the Science Department is closely engaged in the OIE's Common Secretariat, the mechanism through which consistency and coordination of the international standards work programme is achieved. Working with the BSC, the Science Department coordinates the OIE's Reference Centre network (i.e. OIE Reference Laboratories and OIE Collaborating Centres) and is primarily responsible for maintaining the OIE *Manual of Diagnostic Tests and Vaccines for Terrestrial Animals*. The Science Department supports OIE's global control programmes and provides the Secretariat for the OIE-FAO Influenza Network (OFFLU). The OIE's Publications Unit is located within the Science Department, with horizontal responsibilities as well as the OIE's scientific publications.

Positioning and reporting

Under the authority of the Director General and the supervision of the Deputy Director General (International Standards and Science), and in close coordination with the Heads of other Departments. Supervising a team of 11 staff members.

Job purpose

The Head of the Science Department contributes to the scientific excellence and integrity of the OIE standardsetting process and global control programmes by ensuring the identification, prioritisation and response to science needs across OIE activities He/she participates in ensuring the alignment and coordination of the work of the Specialist Commissions and ad hoc groups regarding the delivery of high-quality, scientifically-based and up-to-date international standards. He/she contributes to the OIE's management of global disease control programmes by ensuring coordination of technical and administrative processes in line with strategic objectives. He/she coordinates the network of OIE Reference Centres to ensure the scientific capability is supporting the OIE work programme and its Members.

Missions and activities

Provide strategic guidance regarding the OIE activities related to the work of the Department

- Participate in the OIE Management Committee and provide support to the design and implementation of strategic initiatives
- Report to the General Directorate on the implementation of activities
- Promote the OIE mandate and represent the Organisation at relevant international conferences, missions, meetings, workshops etc.
- Manage relationships with and coordinate responses to enquiries from diverse sources, including colleagues, Member Countries, other organisations and external parties

Provide leadership and management of the Standards Department team

- Translate strategic goals into team objectives and monitor collective performance
- Foster a positive and productive work environment through the provision of constructive feedback
- Organise and oversee tasks to ensure delivery of the team's missions
- Participate in the recruitment process of staff members as well as staff competency development and annual performance appraisal
- Manage, improve and, where necessary, identify and formalise the different procedures of the Department

Participate in and ensure the management and delivery of the team's missions

- Develop and implement the OIE science system – the system through which science needs arising from the international standards work programme, global control programmes, and OIE capacity development are identified, prioritised, overseen during delivery, and implemented back into OIE activities
- Coordinate the OIE's engagement in research collaborations and scientific networks:
 - Provide the co-Secretariat to the STAR-IDAZ International Research Consortium
 - Provide the Secretariat to the OIE FAO Influenza Network (OFFLU)
 - Through the STAR-IDAZ IRC Secretariat, provides the OIE liaison for the Global FMD Research Alliance, the Global African Swine Fever Research Alliance
- Contributes to the Peste des Petits Ruminants (PPR) Global Research and Expertise Alliance
- Coordinate the scientific and technical input into the OIE standard-setting process:
 - Provide the Secretariat to the Scientific Commission for Animal Disease
 - Provide the Secretariat to the Biological Standards Commission
 - Provide the Secretariat for associated ad hoc groups
- Coordinate the OIE Reference Centre network (OIE Reference Laboratories and OIE Collaborating Centres) to ensure they provide scientific support to the OIE work programme and Members
- Support management of OIE's global disease control programme partnerships
 - Provide scientific support for FMD and PPR programmes (primarily led from OIE Status Department)
 - Lead OIE's work in the Global Strategy for Dog-Mediated Rabies Control, with partners (FAO, WHO and Global Alliance for Rabies Control)
 - Provide the OIE liaison for the Zoonotic Tuberculosis Roadmap
- Manage the OIE's Publications Unit

In addition, the Deputy Director General (International Standards and Science) may, when necessary, assign to the incumbent any other duties within his/her area of competence.

Qualifications and Experience

Qualifications

- A Bachelor's degree and post-graduate qualification in Veterinary Science
- At least 10 years of professional experience
- At least 8 years of experience in management
- At least 5 years of experience in an international environment
- At least 5 years of experience in a National Veterinary Authority.

Requirements

Technical skills

- A deep understanding of and experience in international systems for animal disease research, either as a researcher or in science procurement or administration
- A strong understanding of and commitment to Good Regulatory Practice in science-based organisations
- A broad network of contacts in international animal disease research
- Ability to work in English at a high level including excellent oral and written communication skills
- Excellent writing skills and ability to summarise complex technical discussions into clear and concise reports
- Good computer skills in a Microsoft environment

Additional skills

- Good working knowledge of Spanish and/or French

Interpersonal skills

- Excellent leadership skills and the capacity to motivate and develop team members
- Excellent communication skills (verbal, written, interpersonal, presentations)
- Demonstrated initiative, including ability to think strategically and achieve results
- Organisational awareness: strong ability to establish priorities and work within tight timelines □
Attention to detail and capacity for global overview

- Courtesy, tact and ability to establish and maintain good working relations in a multinational and multicultural environment
- Strong confidentiality awareness

Working conditions

The post is a full-time position at the OIE Headquarters in Paris and entails regular missions abroad.

General information

The OIE places high value on a multicultural and positive work environment.

The OIE is an equal opportunity employer and welcomes applications of all qualified candidates, irrespective of their ethnic origin, gender, opinions or beliefs.

This is a full-time position as an international civil servant based at the OIE Headquarters in Paris (France).
Expected starting date **as soon as possible**.

If you are interested in the position, please complete your application online by **7 January 2019 at noon (Paris local time) at the latest** by clicking on the link below.

Should you have any questions, please contact Human Resources at hr.dept@oie.int.

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