



UNITED NATIONS  
NAMIBIA



# CAREER GUIDE

HOW TO JOIN THE UN



## Introduction:



Are you a young Namibian professional passionate about making a difference in the world? The United Nations (UN) offers a wide range of exciting career opportunities for individuals committed to promoting peace, human rights, and sustainable development.

In this document, we will guide you through the process of finding and applying for UN jobs, highlight the most sought-after professions, and provide valuable tips and resources to help you kickstart your UN career.



# Navigating the UN Jobs and Career Website:



The UN Jobs and Career website (<https://careers.un.org/>) is your gateway to a world of opportunities. Begin by creating a profile and signing up for job alerts to stay informed about the latest openings. The website allows you to search for jobs based on various criteria, such as job category, level, and location. Take the time to explore the different job categories, including professional, general service, consultancies, and internships, to find the best fit for your skills and experience.

Search Jobs

## Keep Exploring



### Young Professionals Programme

Learn about this recruitment initiative for young professionals to start international civil service careers



### United Nations Workforce Data

Find out more about the United Nations workforce



### Competitive Examinations for Language Positions

Learn about this opportunity for language professionals



### Join our Global Talent Pool

Stay in touch by subscribing to the UN Global Talent Pool to receive email notifications for job vacancies, career events, and more!

## Latest Opportunities



### Join Us!

The UN is building a diverse workforce. Find out which nationalities we are looking for right now



### Consultancies

Temporary consultancies and contracts

## Most Sought-After Professions in the UN:



The UN offers a diverse range of career paths, but some professions are particularly in high demand. These include **Political Affairs Officers**, who analyze political developments and provide advice on peace and security issues; **Human Rights Officers**, who promote and protect human rights; **Humanitarian Affairs Officers**, who coordinate humanitarian assistance in crisis situations; **Programme Management Officers**, who oversee the planning and implementation of UN programs; **Economists**, who conduct research and provide economic analysis; and **Public Information Officers**, who develop communication strategies and engage with the media. To qualify for these roles, you typically need a relevant advanced degree, several years of professional experience, and strong analytical and communication skills. Fluency in English and at least one other official UN language (Arabic, Chinese, French, Russian, Spanish) is often a key requirement.



# Young Professionals Programme (YPP):

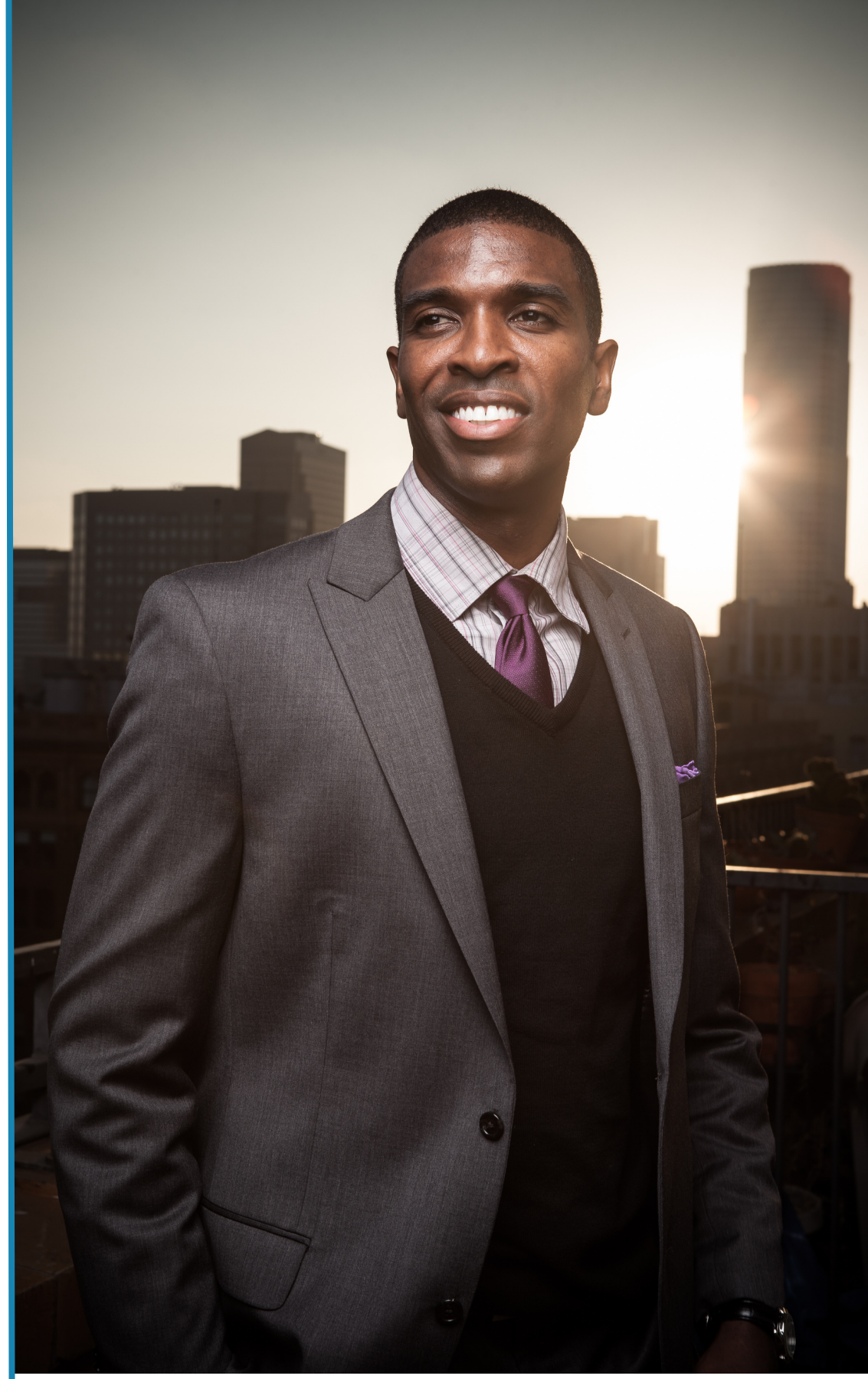


If you are a recent graduate with limited work experience, the Young Professionals Programme (YPP) is an excellent entry point into a UN career. This competitive program involves a written and oral examination process.

## **Visit the YPP website:**

<https://careers.un.org/lbw/home.aspx?viewtype=SJ&vacancy=All>

for eligibility criteria, application details, and to stay informed on when the next application period opens.



## Opportunities for Youth:



Opportunities for Youth (<https://www.opportunitiesforyouth.org/>) is a fantastic platform that aggregates a wide variety of opportunities for young people around the world. This includes internships, scholarships, conferences, volunteer positions, and various programmes that can help you build your skills and experience related to the UN's mission. Be sure to check their website regularly for new and relevant opportunities that align with your interests.



## Specialized Skills:



In addition to the core professions mentioned, the UN values individuals with specialized skills in various fields, including:

- Technology (data science, cybersecurity, etc.)
- Project management
- Healthcare/medicine
- Logistics and supply chain management

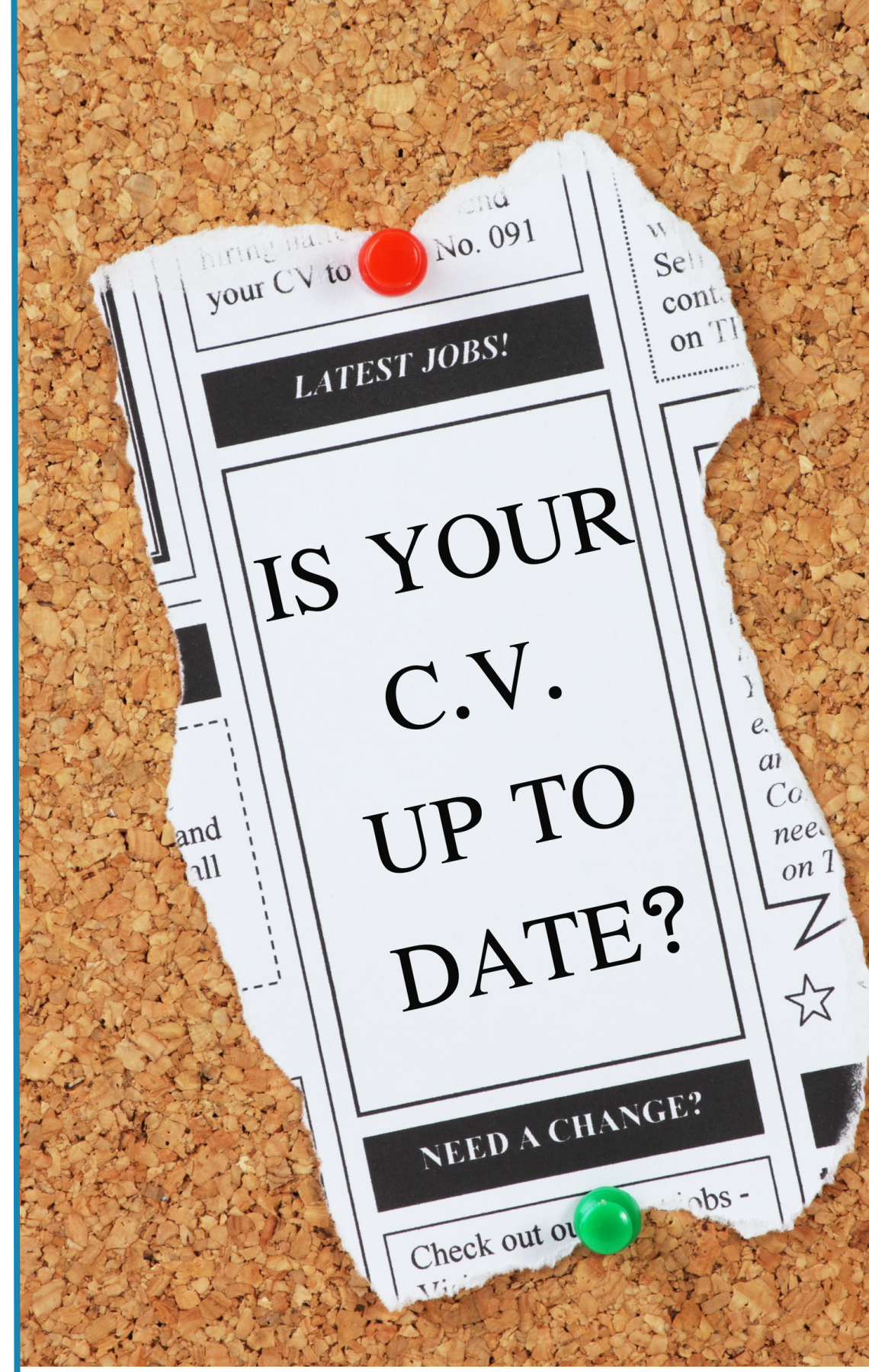


## Tips for Crafting a Winning Application:



When applying for UN jobs, it's crucial to tailor your application to the specific requirements of each position. Start by creating a strong UN-focused resume/CV that highlights your relevant skills, experience, and education. Pay close attention to the job description and incorporate keywords and phrases that demonstrate your fit for the role. Your cover letter should complement your resume by providing specific examples of how your qualifications align with the job requirements.

Additionally, prepare for competency-based interviews by reflecting on your past experiences and how they showcase your skills and values. Finally, don't underestimate the power of networking—attend UN-related events, join professional associations, and connect with UN employees to gain insights and build relationships.



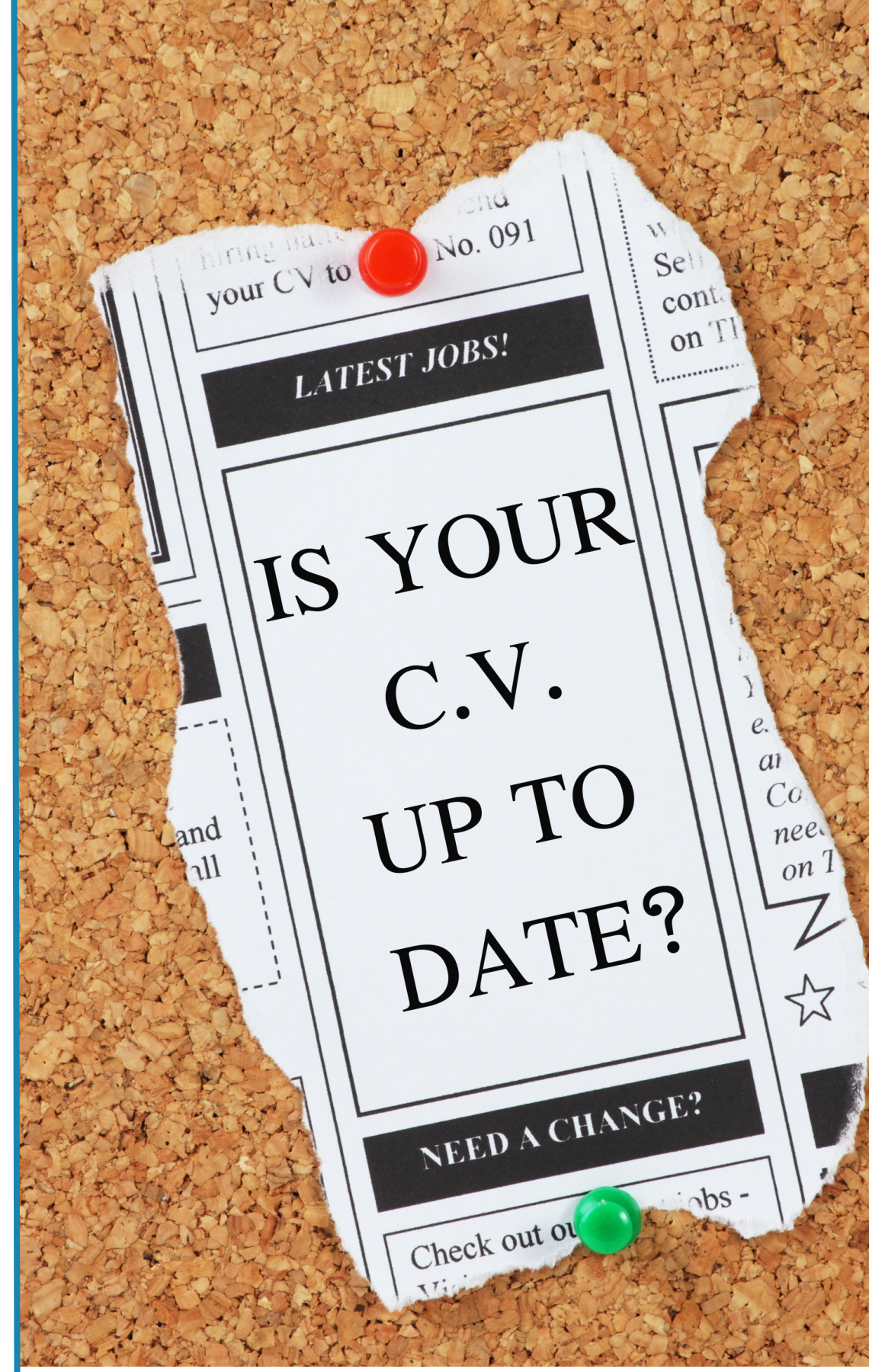


## Highlight Relevant Experience:



- Include any relevant volunteer work, internships, or freelance projects that demonstrate your skills and commitment to the UN's mission.
- If you have participated in Model UN simulations, be sure to include this on your resume/CV. Emphasize the transferable skills gained, such as research, public speaking, negotiation, and understanding UN procedures.

By showcasing these experiences and transferable skills, you can strengthen your application and demonstrate your potential to thrive in a UN career.



# Opportunities for Namibian Youth:



By showcasing these experiences and transferable skills, you can strengthen your application and demonstrate your potential to thrive in a UN career. The UN recognizes the importance of engaging young professionals and offers several programs specifically designed for youth.

**The United Nations Volunteers (UNV) programme** (<https://www.unv.org/>) allows young people to contribute their skills and knowledge to UN projects worldwide while gaining valuable experience.

**Youth Opportunities** (<https://www.youthop.com/>) is another excellent platform that aggregates various opportunities for young people, including scholarships, internships, conferences, and volunteering positions.



# Opportunities for Namibian Youth:



UN Namibia agencies offer internship opportunities for young Namibians who are in the last year of university or have recently graduated. These internships provide practical experience in various areas, depending on the agency's focus. Internship vacancies are advertised on the employment and jobs webpages of each UN agency, as well as on their official social media pages. Some of the UN Namibia agencies that offer internships include:

- United Nations Development Programme (UNDP):
- World Food Programme (WFP)
- United Nations Educational, Scientific and Cultural Organization (UNESCO):
- Joint United Nations Programme on HIV/AIDS (UNAIDS)
- United Nations High Commissioner for Refugees (UNHCR)
- Food and Agriculture Organization (FAO):
- United Nations Children's Fund (UNICEF):
- United Nations Population Fund (UNFPA):
- World Health Organization (WHO):
- International Organization for Migration (IOM):
- Office of the United Nations High Commissioner for Human Rights (OHCHR)
- United Nations Entity for Gender Equality and the Empowerment of Women (UN Women)
- United Nations Environment Programme (UNEP)
- International Labour Organization (ILO)

Visit the websites and official social media pages of these UN Namibia agencies to explore their specific internship opportunities and application procedures. Following their social media accounts can also help you stay informed about the latest internship openings, events, and other relevant information.



## Local Recruitment:



It's important to know that the UN also recruits for positions based within specific countries, particularly in the General Service and related categories. Keep an eye on the UN Namibia website (<https://namibia.un.org/en/jobs>) for these local opportunities.



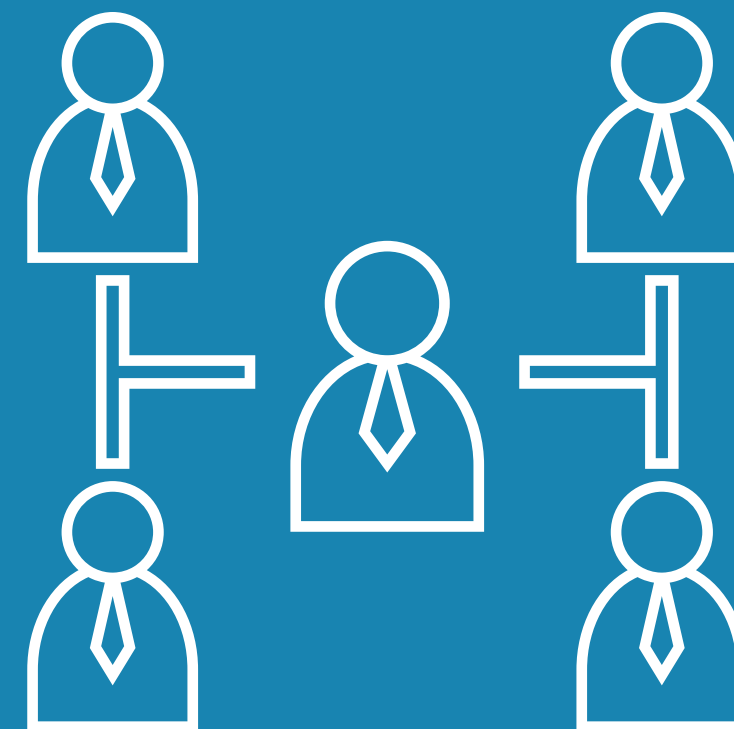
## Leveraging LinkedIn and Online Presence



In today's digital age, having a strong online presence is essential for job seekers. LinkedIn is a powerful platform to showcase your professional profile, connect with UN professionals, and stay informed about job opportunities.

Optimize your LinkedIn profile by highlighting your skills, experiences, and achievements relevant to the UN. Engage with UN-related content, join relevant LinkedIn groups, and follow UN organizations and influencers to stay up-to-date on the latest developments.

Your online presence should reflect your passion for the UN's mission and demonstrate your commitment to making a positive impact.

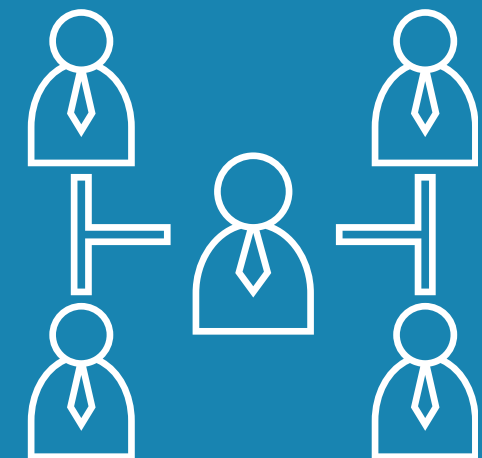


## Additional Resources:



1. United Nations in Namibia: <https://namibia.un.org/>
2. United Nations Economic Commission for Africa (UNECA) - Southern Africa Regional Office: <https://www.unece.org/sro-sa>
3. United Nations Information Centre (UNIC) Windhoek: <https://windhoek.sites.unicnetwork.org/>
4. United Nations Association of Namibia (UNAN): <https://www.facebook.com/UNANamibia/>

These resources provide valuable information about the UN's work in Namibia, upcoming events, and opportunities for youth engagement.



## Conclusion:



Pursuing a career in the United Nations is an exciting and rewarding journey for young Namibian professionals who want to contribute to a better world. By utilizing the UN Jobs and Career website, targeting the most sought-after professions, crafting compelling applications, seizing youth opportunities, and leveraging your online presence, you can increase your chances of landing your dream job in the UN. Remember, persistence, patience, and a genuine passion for the UN's mission are key to success.

We are committed to supporting and empowering Namibian youth in their pursuit of a fulfilling career in the United Nations. Visit our website and social media channels for more information and updates on upcoming events and opportunities. Good luck on your journey to becoming a changemaker in the United Nations!

