

CONVOCATORIA PARA LA OFERTA FORMATIVA ESPECIALIZADA EN COOPERACIÓN INTERNACIONAL PARA EL DESARROLLO Y POSTERIORES PRÁCTICAS PROFESIONALES NO LABORALES EN ORGANISMOS MULTILATERALES

RELACIÓN DEFINITIVA DE PERSONAS PRESELECCIONADAS POR LOS ORGANISMOS MULTILATERALES (OO.MM.)

PRIMERO: Haciendo uso del apartado 3 de la Base Décimo segunda de la convocatoria del 18 de diciembre de 2024, donde se indica que la utilización de la bolsa de prácticas no tendrá carácter obligatorio. Se procede a convocar nuevas entrevistas para cubrir una vacante conforme a nuevas necesidades de uno de los organismos que forma parte del programa.

SEGUNDO: En cumplimiento de la Base Décimo primera, apartado 1 de la convocatoria del 18 de diciembre de 2024, se hace pública la nueva Relación Definitiva de personas preseleccionadas por el **Programa de Naciones Unidas para el Desarrollo - Oficina de representación de Bruselas**, debido a nuevas necesidades, con expresión de las puntuaciones obtenidas en las fases de concurso y evaluación a que hacen referencia los apartados 3.2., y 3.3., de la Base Novena. *Sistema Selectivo para las becas prácticas profesionales no laborales en Organismos Multilaterales (OO.MM)*, e indicando fecha, hora y lugar de realización de las entrevistas personales:

PERSONAS PRESELECCIONADAS POR ORGANISMO MULTILATERAL

PNUD, Programa de Naciones Unidas para el Desarrollo – Buró para América Latina y el Caribe - Oficina de representación de Bruselas.

ASPIRANTES	Puntuación Fase de Concurso	Puntuación Evaluación del Curso de Formación
76116964-M	8,83	9,41
80226003-W	0,00	9,63

TERCERO: Para la entrevista personal y en cumplimiento de la Base Décimo primera. *Desarrollo del proceso de selección.*, apartado 1 de la convocatoria, se determina a continuación el lugar, (existiendo la opción de realizar la misma mediante videoconferencia siendo responsabilidad de la persona aspirante disponer de los recursos técnicos necesarios para la entrevista) fecha y hora de comienzo de las entrevistas personales, siguiendo el orden indicado en la Base Décimo primera, Punto 3.3., en llamamiento único:

Lugar: Fundación Jóvenes y Deporte
Avenida Valhondo, s/n Edificio III Milenio
Módulo 5 – 2ª Planta
06.800 Mérida

Uso horario: El uso horario indicado se corresponderá con Madrid (GMT+1)

PNUD, Programa de Naciones Unidas para el Desarrollo – Buró para América Latina y el Caribe – Oficina de representación de Bruselas.

Fecha: lunes 22 de septiembre de 2025.

ASPIRANTES	HORA DE ENTREVISTA
80226003-W	10:00
76116964-M	10:30

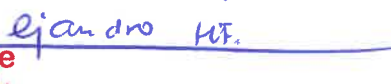
Serán excluidas las personas que no comparezcan en el horario indicado, salvo en los casos de fuerza mayor debidamente justificados que serán apreciados y ponderados por el Tribunal de Selección.

CUARTO: En cumplimiento de la Base Novena, apartado 3.1, párrafo cuarto de la convocatoria del 18 de diciembre de 2024, se publican los términos de referencia (TDR) requeridos por el organismo multilateral en el Anexo I de la presente resolución.

Mérida, a 17 de septiembre de 2025.

EL PRESIDENTE DEL TRIBUNAL


JUNTA DE EXTREMADURA


- Alejandro Hidalgo Flores -

ANEXO I. TÉRMINOS DE REFERENCIA (TDR) DE LOS ORGANISMOS MULTILATERALES.

PNUD, Programa de Naciones Unidas para el Desarrollo – Buró para América Latina y el Caribe - Oficina de Bruselas.

I. Position Information

Job Title: Partnerships and Donor Liaison Fellow Department: RBLAC Reports to: RBLAC Partnerships Team, UNDP Headquarters, New York Deputy Director, Brussels Representation Office	Grade Level: Choose an item Bureau: RBLAC	Position Number: Position designation: with mobility requirement, rotational Duty Station: UNDP's Representation Office in Brussels
Career Track: Career Stream: Partnerships engagement support Contract Duration: 9 months		

II. Background and Organizational Context

The Regional Bureau for Latin America and the Caribbean (RBLAC) is seeking a Partnerships and Donor Liaison Fellow to support the work of the Partnerships Team in the Latin America and the Caribbean region within the European Union context. LAC is a middle-income region, but it is NOT a middle-class society. Countries in the region aspire, however, to become strong, cohesive societies where the middle class is a powerful engine of growth and yields healthier and constructive political dynamics. To do so, UNDP is working to support countries in the region to enhance productivity, inclusion, and resilience.

The Fellow will work closely with the Partnerships Team for a period of twelve months and will be based in the UNDP's Representation Office in Brussels.

III. Position Purpose

The Fellow will support RBLAC's efforts on strategic and effective engagement with internal and external partners.

The Fellow will support the ongoing workplan and goals of the unit, including but not limited to expanding partnerships; preparing briefs for meetings; supporting the launch of major initiatives; and building and maintaining a base of knowledge about key partners.

Additionally, the Fellow will provide support to the Regional Director's strategic vision office through coordination and support of conferences, workshops, meetings, special events.

The Fellow will serve as a liaison for RBLAC in the UN/UNDP Brussels Representational Office, working in close coordination with the Partnerships team in NY, to develop and implement a strategy to better position UNDP LAC with the European Union, its members, institutions, and bodies.

RBLAC is looking at growing EC-UNDP inter-institutional relationship on key areas, given the significant convergence in thematic emphasis, complementarities in approach, and the opportunities offered by 'Team Europe' approach currently pursued by the EU while increasing regional focus on LAC.

The Partnerships and Donor Liaison Fellow will also contribute to a broader RBLAC strategy on partnerships and resource mobilization, implementing actions, and engaging with key stakeholders in Brussels. The Fellow will support the ongoing workplan and goals of the unit, including but not limited to expanding partnerships; preparing briefs for

meetings; supporting the launch of major initiatives; and building and maintaining a base of knowledge about key partners.

IV. Key Duties and Accountabilities

1) Support the development of strategic partnerships with European Partners

- Support the development of corporate strategies tailored to specific donors;
- Support to building and maintaining relationships with IFIs, private sector, and other key partners;
- Facilitate external and internal analysis for assessing opportunities for resource mobilization with the EU.
- Scanning of country-specific and thematic-specific opportunities in LAC of potential interest for the EU and other donors, identifying specific areas for support, building on UNDP's comparative advantages and value proposition
- Support the formulation and positioning of LAC Regional and COs funding opportunity proposals with the EU.
- Develop in-depth analysis of donor trends, political and economic priorities and developments.

2) Support to mobilization of resources:

- Provide effective and efficient support to the Partnerships team in the mobilization of resources in all aspects of resource mobilization;
- Support and create new partnerships with non-traditional donors, and private sector.
- Develop in-depth analysis of donor trends, political and economic priorities and developments.
- Identify and develop opportunities for resource mobilization and advise the Partnerships team on appropriate strategies and approaches to seize them; and

3) Facilitation of knowledge building and knowledge sharing:

- Systematize knowledge building and knowledge sharing efforts among RBLAC HQ, Regional Hub, and COs.
- Identify and formulate lessons learned and recommendations to be integrated into broader CO knowledge management efforts.
- Contribute to knowledge networks and communities of practice.
- Prepare documentation, in consultation with the Partnerships team, including concept notes, project documents, and any other document as required.
- Prepare presentations and reports.

4) Effective Internal and External Partner Relations:

- Build and maintain RBLAC's visibility and reputation by providing support to the organization of conferences, workshops, meetings and special events.
- Build, nurture and maintain effective internal and external working relations, including with relevant Representation Offices (Global or regionally), Cluster leads in the Panama Regional Hub and LAC country offices.

Supervisory/Managerial Responsibilities: N/A

V. Requirements:

Education

- Master's Degree in Development, Economics, Finance, Public Administration, Administration or related fields.

Experience, Knowledge, and Skills

- Knowledgeable in research methods
- Knowledge of the regional political, social, and economic context of Latin America and the Caribbean, as well as of Agenda 2030 and UNDP's work in the region.
- Proven track record in developing high-quality written outputs (e.g., briefs, reports, articles).
- Strong analytical, organizational and time management skills.
- Excellent oral and written communication skills in Spanish and English.

Expected Demonstration of Competencies

Core

Achieve Results:	LEVEL 1: Plans and monitors own work, pays attention to details, delivers quality work by deadline
Think Innovatively:	LEVEL 1: Open to creative ideas/known risks, is pragmatic problem solver, makes improvements
Learn Continuously	LEVEL 1: Open minded and curious, shares knowledge, learns from mistakes, asks for feedback
Adapt with Agility	LEVEL 1: Adapts to change, constructively handles ambiguity/uncertainty, is flexible
Act with Determination	LEVEL 1: Shows drive and motivation, able to deliver calmly in face of adversity, confident
Engage and Partner	LEVEL 1: Demonstrates compassion/understanding towards others, forms positive relationships
Enable Diversity and Inclusion	LEVEL 1: Appreciate/respect differences, aware of unconscious bias, confront discrimination

People Management (Insert below standard sentence if the position has direct reports.)

UNDP People Management Competencies can be found in the dedicated [site](#).

Cross-Functional & Technical competencies (insert up to 7 competencies)

Thematic Area	Name	Definition
Business Direction & Strategy	Effective Decision Making	Ability to take decisions in a timely and efficient manner in line with one's authority, area of expertise and resources .
Administration and Operations	Events management	Ability to manage events, including venue identification, accommodation, logistics, catering, transportation, cash disbursements, etc.
Business Management	Effective Communication	Ability to comprehensively communicate and convey messages effectively and timely. Develop reports and topic summaries which partners and different offices need to engage .
Partnerships Management	Partnership engagement	Ability to engage with a wide range of public and private partners, build, sustain and/or strengthen working relations, trust, and mutual understanding
Partnership management	Strategic engagement	Ability to capture and sustain attention, interest and agreement of high-level, influential policy and decision makers and capture their high-level vision and objectives.

VI. Keywords

Decision-making; Events management; Effective Communication; Partnerships Engagement; Strategic Engagement

