



# THE COLOMBO PLAN

For Co-operative Economic and Social Development in Asia and the Pacific

CP/Sec/35/2015

11<sup>th</sup> May, 2015

## To Council Representatives and all Member Governments

### **Request for Nominations for the Post of Director, Drug Advisory Programme**

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Member Governments are invited to nominate suitably qualified candidates for the position of Director, Drug Advisory Programme (DAP) at the Colombo Plan Secretariat which will be falling vacant in September, 2015. Short-listed candidates will be required to attend an interview in Colombo, Sri Lanka.

The requirements for this post as criteria/guide are given below:

- (a) An Officer with 10 years experience in the field of drug control and especially pertaining to drug demand and supply reduction, including supervisory, project management and training responsibilities;
- (b) aged 40 years and above;
- (c) possesses at least either a first degree in medicine, psychology, public health, medical science, social sciences or drug-related fields, particularly drug demand and supply reduction;
- (d) speak fluently and write proficiently in English;
- (e) experienced in mobilizing external funding for programmes designed to reduce the supply and demand of drugs;
- (f) proficient in using computers in daily work; and
- (g) knowledge and experience in project management;
- (h) the officer can be from the National Drug Focal Points and drug related agencies such as, Ministry of Health, Social Welfare or NGO endorsed by the respective governments.

In addition, the candidate should possess the following:

- (a) clearly demonstrate that he/she is knowledgeable on drug related policies, strategies and programmes, particularly on drug demand and supply reduction;
- (b) able to formulate project proposals to be submitted to member countries and funding agencies for financing;
- (c) experienced in policy development, planning and development of programmes at national, sub-regional and regional levels directed along the lines that serve the interests of member governments;
- (d) good management and interpersonal skills that would be essential to implement all DAP's global, regional and national seminars, workshops and other activities;
- (e) ability to foster collaboration between the DAP and member governments, the relevant UN bodies, international and regional organizations such as ASEAN (Association for South-East Asian Nations) and SAARC (South Asian Association for Regional Cooperation) and NGOs in the field of drug and substance abuse;
- (f) experienced in working in multi-cultural environments;
- (g) ability to travel frequently to conduct activities in Asia region; (including Afghanistan and Pakistan); and
- (h) is familiar with the Colombo Plan region.

The Terms of Reference pertaining to the post is given in **Annex 1**.

According to the Constitution of the Colombo Plan – Chapter VII – Article 5 “Appointments of international officers shall be for a period of four years and shall not generally be extended further”. However, initially the tenure of office will be for a period of two years, which may be extended by the Colombo Plan Council on the recommendation of the Secretary-General by not more than one year at a time.

The salary is negotiable based on qualifications and experience. Benefits such as education, medical, furnished and living allowances are stipulated in **Annex II**.

The terms and conditions of service pertaining to International Officers as stated in the Rules and Regulations of the Colombo Plan Council and the Colombo Plan Secretariat, are also set out in **Annex II**.

