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DEVELOPMENT
COORDINATION
OFFICE
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OCHA
United Nations
Office for the Coordination
of Humanitarian Affairs

Becoming a Resident Coordinator FAQ 2025



Photo: UNOCHA/Francis Mweze

Kwamouth, Mai-Ndombe, DR Congo, September 2024: Classroom at Entyo elementary school, a temporary school built to teach displaced children.

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General

1. WHAT DOES A RESIDENT COORDINATOR DO?

The Resident Coordinator is the highest-ranking representative of the United Nations development system at the country level.

The main responsibilities of the Resident Coordinator include, but are not limited to:

- Representing the United Nations at the highest levels of state;
- Coordinating the operational activities for development of the UN in support of the country's efforts to implement the 2030 Agenda;
- Leading the United Nations Country Team in the development, monitoring and reporting of the UN Cooperation Frameworks;
- Promoting and advocating for the fundamental values, standards and principles of the UN Charter.

For more detailed information on what Resident Coordinators do, check out the [Job Description of the Resident Coordinator](#).

2. WHAT IS THE DIFFERENCE BETWEEN A RESIDENT COORDINATOR (RC) AND A RESIDENT COORDINATOR / HUMANITARIAN COORDINATOR (RC/HC)?

The Resident Coordinator is the highest-ranking representative of the United Nations development system at the country level. In contexts where international humanitarian assistance is required, the [Emergency Relief Coordinator](#) may designate the Resident Coordinator as Humanitarian Coordinator. The RC/HC is responsible for leading and coordinating the efforts of humanitarian organisations (both UN and non-UN) with a view to ensuring that they are principled, timely, effective and efficient, and contribute to longer-term recovery. More information can be found on OCHA's [Humanitarian Coordination Leadership page](#).

3. WHAT IS A DEPUTY SPECIAL REPRESENTATIVE OF THE SECRETARY-GENERAL / RESIDENT COORDINATOR / HUMANITARIAN COORDINATOR (DSRSG/RC/HC)?

In countries or territories where an integrated peacekeeping or political mission is deployed, RC/HCs also serve as Deputy Special Representatives of the Secretary-General (DSRSG) or Deputy Special Coordinator (DSC). As such, they are called DSRSG/RC/HC or DSC/RC/HC.

4. WHAT ARE YOU LOOKING FOR IN AN RC OR RC/HC?

We are looking for candidates who demonstrate the following:

- Values: inclusion, integrity, humility and humanity.
- Foundational attributes: passionate, courageous, emotionally intelligent, open to learning, creative, flexible, resilient and accountable.
- Knowledge: wide range of knowledge across the development, humanitarian, human rights and peace and security domains.
- Competencies: capacity to analyse complex environments, identify pathways for impact in complex environments, build trust, facilitate collective action, drive results, foster innovation and lead change.

Detailed explanation of these characteristics can be found in the [RC Leadership Profile](#).

5. I AM INTERESTED IN BECOMING A RESIDENT COORDINATOR. WHAT SHOULD I DO?

Read all the information available on the [UNSDG Resident Coordinator webpage](#) to familiarise yourself with the role and better understand what profiles we are looking for. If you meet the minimum requirements for [the RC/HC Talent](#)

[Pipeline](#), apply to the Pipeline when the call for expressions of interest is open and advertised on the [UNSDG RC/HC Talent Pipeline webpage](#).

6. I KNOW SOMEONE WHO IS INTERESTED IN BECOMING A RESIDENT COORDINATOR. WHAT SHOULD I DO?

Share the link to the [UNSDG Resident Coordinator webpage](#) with them and ask them to read all the information available. If they meet the minimum requirements for [the RC/HC Talent Pipeline](#), encourage them to apply to the Pipeline once the call for expressions of interest is open and advertised on the [UNSDG RC/HC Talent Pipeline webpage](#).

7. CAN NON-UN STAFF BECOME RESIDENT COORDINATORS?

Yes. Anyone who meets the eligibility requirements can become a Resident Coordinator can apply to [the RC/HC Talent Pipeline](#) and [the RC Assessment Centre \(RCAC\)](#).

8. CAN I ASSUME A RC POSITION ON SECONDMENT OR OTHER LEAVE ARRANGEMENTS FROM NATIONAL GOVERNMENTS AS UN STAFF MEMBER?

No. External candidates from outside the United Nations system must formally resign from their current employer before assuming a Resident Coordinator position, if selected. In line with UN policies on the neutrality and independence of international civil servants, candidates affiliated with a national government who are selected for an RC position must confirm in writing prior to taking up the position that they no longer retain any contractual affiliation with their government. For more information, please refer to the Staff Regulations and Rules of the United Nations Secretariat.

9. DO UN STAFF HAVE PREFERENTIAL ACCESS TO THE RC TRACK?

No. All candidates, be they UN and non-UN staff, are treated equally as mandated by the General Assembly.

10. I AM A PERSON WITH DISABILITY. CAN I APPLY FOR THE RC/HC TALENT PIPELINE OR TO THE RCAC?

Yes, persons with disabilities are encouraged to apply for the RC/HC Talent Pipeline or to the RCAC. For requests for reasonable accommodation for the application process and online assessment, candidates should write to rhc.talentpipeline@un.org for assistance.

11. DOES DCO PROVIDE REASONABLE ACCOMMODATION FOR CANDIDATES TO RC AND RC/HC POSITIONS DURING THE SELECTION PROCESS AND AFTER THEY ARE HIRED?

Yes, DCO provides reasonable accommodation for all candidates during the selection process and as staff. Please reach out to rhc.talentpipeline@un.org should you wish to discuss this further.

12. FOR ANY ISSUES WITH ACCESSIBILITY OF THE DOCUMENTS, WHOM CAN I CONTACT?

For documents related to the RC/HC Talent Pipeline, please contact rhc.talentpipeline@un.org. For documents related to the RCAC, please contact rctalent.dco@un.org.

The RC/HC Talent Pipeline

1. WHAT ARE THE BENEFITS OF BEING IN THE RC/HC TALENT PIPELINE?

Members of the Pipeline benefit from personalised leadership development opportunities to further build their profile vis-à-vis the RC and/or RC/HC role. This will significantly increase their likelihood of being selected for the Resident Coordinator Assessment Centre (RCAC).

2. CAN NON-UN STAFF APPLY FOR THE RC/HC TALENT PIPELINE?

Yes, non-UN staff who meet the eligibility requirements can apply.

3. I AM A UN STAFF MEMBER. CAN I APPLY DIRECTLY FOR THE RC/HC TALENT PIPELINE?

Yes, you can apply directly, but your application will need to be endorsed by your entity in order to be considered further.

4. I AM A UN STAFF MEMBER. HOW DOES MY APPLICATION GET ENDORSED BY MY UN ENTITY?

At the end of the application period, the RC/HC Talent Pipeline team will forward applications from UN staff to the Human Resources division of their UN entity for internal review and endorsement.

We encourage you to contact your Human Resources focal point in advance to enquire about your entity's internal review process.

5. CAN GOVERNMENTS NOMINATE CANDIDATES FOR THE RC/HC TALENT PIPELINE?

No, candidates apply directly.

6. HOW CAN I APPLY FOR THE RC/HC TALENT PIPELINE?

Once the call for expressions of interest for the RC/HC Talent Pipeline is issued, candidates must apply through the link provided in the call and posted on [the RC/HC Talent Pipeline page](#).

Only complete applications submitted within the application window will be considered. Resumes sent directly to the RC/HC Talent Pipeline Team will not be considered.

7. WHEN CAN I APPLY TO THE RC/HC TALENT PIPELINE?

The call for expressions of interest for the RC/HC Talent Pipeline is normally open once a year. You can check the status of the call on the [RC/HC Talent Pipeline page](#).

8. HOW LONG DOES THE SELECTION PROCESS TAKE?

The selection process, from the issuance of the call for expressions of interest until notification to all candidates of their application outcome, takes up to 5 months.

9. HOW MANY CANDIDATES ARE ACCEPTED IN THE RC/HC TALENT PIPELINE?

The number of candidates accepted in the RC/HC Talent Pipeline varies each year depending on the needs of the RC track.

10. WHAT IS THE DIFFERENCE BETWEEN BEING A MEMBER OF THE RC/HC TALENT PIPELINE AND A MEMBER OF THE RC POOL?

The RC/HC Talent Pipeline comprises leaders with potential for RC or RC/HC roles. Pipeline members cannot apply for RC posts. They must first pass the Resident Coordinator Assessment Centre (RCAC) to be included in the RC Pool and thereby be eligible to apply for RC posts.

The RC Pool comprises leaders who have passed the RCAC and who are therefore eligible to apply for RC posts.

11. IF I MAKE IT INTO THE RC/HC TALENT PIPELINE, WILL I BE GUARANTEED A SEAT IN THE RESIDENT COORDINATOR ASSESSMENT CENTRE (RCAC)?

No. Being a member of the RC/HC Talent Pipeline does not guarantee you a seat in the RCAC.

12. IF I MAKE IT INTO THE RC/HC TALENT PIPELINE, WILL I BE GUARANTEED A PLACE IN THE RC POOL?

No. Being a member of the RC/HC Talent Pipeline does not guarantee inclusion in the RC Pool. The key factor in selection is the profile of each RC/HC Talent Pipeline member in relation to the expected needs of the RC track. As a Pipeline member, you are strongly encouraged to take the necessary steps to develop in the areas identified as requiring development. On an annual basis, you will have the opportunity to indicate your interest in being considered for the RCAC. If you are selected for the RCAC and successfully pass it, you will be included in the RC Pool.

13. HOW DO I KNOW IF I HAVE ENOUGH COUNTRY-LEVEL EXPERIENCE TO MEET THE MINIMUM REQUIREMENT?

To evaluate if you have enough country-level experience, take into consideration your years of experience working directly with governments and other national and international partners, normally in situ. Do not include short-term missions, work performed in your home country or headquarters locations.

14. I AM A MEMBER OF ANOTHER UN TALENT PIPELINE OR POOL (E.G. SENIOR WOMEN TALENT PIPELINE). AM I AUTOMATICALLY INCLUDED IN THE RC/HC TALENT PIPELINE?

No. Membership of another UN talent pipeline or pool does not grant automatic membership in the RC/HC Talent Pipeline. If you are a member of another UN talent pipeline or pool and wish to be included in the RC/HC Talent Pipeline, you must apply and be subject to the regular selection process.

15. I AM NEARING THE UN'S MANDATORY RETIREMENT AGE (65 YEARS). CAN I STILL BE CONSIDERED FOR THE RC/HC TALENT PIPELINE?

You will be considered for the RC/HC Talent Pipeline if you can complete at least one tour of duty (i.e. 5 years) before reaching the mandatory retirement age (65 years), after graduating from the RC/HC Talent Pipeline and at the time of application to the Resident Coordinator Assessment Centre (RCAC).

Since RC posts at the Assistant Secretary-General level are not subject to the staff rules and regulations on the mandatory retirement age, candidates will exceptionally be considered regardless of age only if they are at the D-2 level, have previous RC experience or equivalent and meet the eligibility requirements.

16. I AM SPECIFICALLY INTERESTED IN THE HUMANITARIAN COORDINATOR ROLE. SHOULD I APPLY FOR THE RC/HC TALENT PIPELINE?

Yes. The HC role is usually combined with that of Resident Coordinator. Therefore, to serve as an HC, you need to first be in the RC Pool. If you meet the minimum requirements for the RC/HC Talent Pipeline, you should apply for it.

17. I TOOK THE RCAC BUT DID NOT PASS. CAN I APPLY FOR THE RC/HC TALENT PIPELINE?

Yes. If you took the RCAC but did not pass, you can still apply for the RC/HC Talent Pipeline.

18. I AM INTERESTED IN JOINING THE RC/HC TALENT PIPELINE BUT I DO NOT MEET THE ELIGIBILITY CRITERIA. WHAT CAN I DO TO IMPROVE MY PROFILE FOR FUTURE CALLS?

We recommend that you take the necessary steps to fill the gaps in your profile. This could include seeking out opportunities for field experience, working in different organisations, or availing yourself of the services of a coach.

19. HOW MANY TIMES CAN I APPLY FOR THE RC/HC TALENT PIPELINE?

There is no limit to the number of times a candidate who meets the minimum requirements can apply to the Pipeline.

20. IF I AM ACCEPTED, FOR HOW LONG WILL I BE A MEMBER OF THE RC/HC TALENT PIPELINE?

The length of RC/HC Pipeline members' stay in the RC/HC Talent Pipeline depends on their specific development needs. Membership in the Pipeline does not exceed 3 years, even if a member has not been selected for invitation to the Resident Coordinator Assessment Centre (RCAC).

21. I QUALIFY FOR THE RC/HC TALENT PIPELINE, BUT I AM NOT SURE I WILL QUALIFY FOR THE RCAC WITHIN 3 YEARS. CAN I STILL APPLY?

It is recommended to first take the necessary steps to reduce the gaps in your profile before submitting your candidature.

22. WHAT KIND OF DOCUMENTS SHOULD I SUBMIT TO SHOW RECORDS OF MY PERFORMANCE?

UN candidates must submit electronic copies of their completed, official organisational performance documents (e.g. e-PAS).

Non-UN candidates must submit any document, specific to their respective employer, which stands as a record of their performance. Such documents can include, but are not limited to, letters of recommendation, annual performance record, and employee evaluations.

23. WHAT HAPPENS AFTER I SUBMIT MY APPLICATION?

Once you apply, if you are a UN staff member, your application is reviewed by your UN entity, who will decide whether or not to endorse your candidature and will notify you accordingly. UN candidates whose applications are not endorsed by their entity will not be considered.

If you are not a UN staff member, your candidature is directly reviewed by the RC/HC Talent Pipeline Team.

24. I AM A UN STAFF MEMBER. HOW DO I KNOW IF MY APPLICATION HAS BEEN ENDORSED?

For internal UN applications, it is at the discretion of each UN entity to decide which of their candidates are endorsed and to validate their list of endorsed candidates with the RC/HC Talent Pipeline team.

The RC/HC Talent Pipeline team does not inform nor provide feedback to candidates who have not been endorsed. If you have not received an invitation to participate in the online assessment, we encourage you to reach out to your HR focal point for feedback on your application.

The RCAC

1. WHAT IS THE RESIDENT COORDINATOR ASSESSMENT CENTRE (RCAC) AND WHAT DOES IT ASSESS?

The [Resident Coordinator Assessment Centre \(RCAC\)](#) is the assessment mechanism to enter the Resident Coordinator Pool, which is a prerequisite for applying for Resident Coordinator and Resident Coordinator/Humanitarian Coordinator positions. The RCAC measures the competencies articulated in the [RC Leadership Profile](#) while providing a simulation of situations RCs may be confronted with.

2. WHEN IS THE RCAC CALL FOR APPLICATIONS OPEN?

The RCAC call for applications is normally launched once a year based on the needs of the RC Pool.

3. WHO CAN APPLY FOR THE RCAC?

All candidates who meet the eligibility requirements – be they UN or non-UN staff – may apply for the RCAC. However, we encourage candidates to apply to the RC/HC Talent Pipeline first, as Pipeline members are supported and prepared for the RCAC. While placement in the Pipeline does not guarantee an invitation to the RCAC, it is the most effective way to prepare for the assessment.

4. I WOULD LIKE TO BE CONSIDERED FOR THE UPCOMING RCAC. SHOULD I STILL APPLY TO THE RC/HC TALENT PIPELINE?

Yes, as Pipeline members are supported and prepared for the RCAC. While placement in the Pipeline does not guarantee an invitation to the RCAC, it is the most effective way to prepare for the assessment.

5. CAN NON-UN STAFF APPLY FOR THE RCAC?

Yes. Anyone who meets the eligibility requirements can apply.

6. CAN GOVERNMENTS NOMINATE CANDIDATES FOR THE RCAC?

No. All candidates apply directly.

7. I AM A UN STAFF MEMBER. DO I NEED TO BE NOMINATED BY MY ENTITY?

No, you can apply directly. However, we encourage candidates to apply to the RC/HC Talent Pipeline first, as Pipeline members are supported in their preparation for the RCAC.

8. HOW CAN I APPLY FOR THE RCAC?

Once the call for expressions of interest for the RCAC is issued, candidates must apply through the link provided in the call message, which is also publicly posted on the [RCAC webpage](#).

Only complete applications will be considered. Resumes sent directly to the Development Coordination Office (DCO) will not be considered.

9. HOW MANY SEATS ARE OFFERED FOR THE RCAC?

The number of seats available for the RCAC varies each year depending on the needs of the RC Pool.

10. I TOOK THE RCAC BUT I WAS NOT SUCCESSFUL. CAN I RETAKE IT?

You must wait at least one calendar year from your previous assessment to apply again and demonstrate what steps you have taken in the meantime to address the weaknesses identified in the RCAC.

Candidates can undertake the RCAC a maximum of 2 times.

11. HOW DO I KNOW IF I HAVE ENOUGH COUNTRY-LEVEL EXPERIENCE TO MEET THE MINIMUM REQUIREMENT?

To evaluate if you have enough country-level experience, take into consideration the years of experience working directly with governments and other national and international partners, normally in situ. Do not include short-term missions, work performed in your home country or headquarters locations.

12. WHAT HAPPENS AFTER I SUBMIT MY APPLICATION?

The Development Coordination Office (DCO) will review eligible applications and establish a list of candidates recommended for the RCAC, taking into consideration the needs of the RC Pool. Once the list is endorsed by the United Nations Deputy Secretary-General, selected candidates will be invited to undertake the RCAC.

The RC Pool

1. HOW CAN I JOIN THE RC POOL?

In order to join the Resident Coordinator (RC) Pool you need to have successfully passed the [Resident Coordinator Assessment Centre \(RCAC\)](#).

2. I AM AN RC POOL MEMBER. HOW LONG CAN I STAY IN THE POOL?

Membership in the Resident Coordinator (RC) Pool does not expire. The Development Coordination Office (DCO) conducts periodic reviews to ascertain the continued interest and availability of candidates in the Pool.

3. I AM AN RC POOL MEMBER AND I AM RETIRING. WILL I REMAIN IN THE RC POOL?

RC Pool members are considered 'inactive' upon reaching the UN's mandatory retirement age. However, RC Pool members who are at the D-2 level and who have previous RC experience or equivalent may be considered for RC positions at the ASG level (for which there is no age restriction).

The RC Selection Process

1. WHERE ARE RC JOB OPENINGS ADVERTISED?

RC Pool members are directly notified by email of RC job openings at the D1, D2 and ASG levels.

RC job openings at the D1 and D2 levels are advertised on the [United Nations Careers portal](#).

RC Pool members are directly notified by email of DSRS/RC/HC (or equivalent) job openings as well as RC/HC job openings at the ASG level.

In contexts where international humanitarian assistance is required, the [Emergency Relief Coordinator](#) may designate the Resident Coordinator as Humanitarian Coordinator.

2. I AM AN RC POOL MEMBER. WILL I BE NOTIFIED OF UPCOMING RC JOB OPENINGS?

Yes. RC Pool members are notified of RC job openings.

3. HOW OFTEN ARE RC JOB OPENINGS ADVERTISED?

RC and RC/HC job openings are advertised at least twice per year, normally in January and September.

DSRS/RC/HC (or equivalent) job openings are advertised throughout the year.

4. CAN ANYBODY APPLY FOR RC JOB OPENINGS?

No. Only members of the RC Pool can apply.

5. I AM A UN STAFF MEMBER. CAN I APPLY FOR RC JOB OPENINGS?

Yes, but only if you are a member of the RC Pool.

6. CAN NON-UN STAFF APPLY FOR RC JOB OPENINGS?

Yes, but only if they are members of the RC Pool.

7. CAN GOVERNMENTS NOMINATE RC POOL MEMBERS FOR SPECIFIC RC JOB OPENINGS?

No. RC Pool members apply directly.

8. I AM A RESIDENT COORDINATOR. CAN I APPLY FOR AN RC JOB OPENING?

Resident Coordinators may apply for RC job openings if:

- By the start date of the advertised RC position, they have one year or less of service remaining in their current duty station.
- They are able to complete a minimum of three years of service before reaching the age of 65 years (this does not apply to positions at the ASG level).

9. I AM AN RC POOL MEMBER AND A UN STAFF MEMBER. CAN I APPLY FOR RC JOB OPENINGS AT ANY LEVEL?

No. You are eligible to apply only for posts that are one grade below, at the same grade, or one grade above your own grade (this does not apply to positions at the ASG level).

10. I AM AN RC POOL MEMBER FROM OUTSIDE THE UN. CAN I APPLY FOR RC JOB OPENINGS AT ANY LEVEL?

You can apply for RC job openings at any level, provided you meet the eligibility criteria stipulated in the job opening.

11. I AM A UN STAFF MEMBER. DO I HAVE AN ADVANTAGE OVER NON-UN STAFF?

No. Internal and external applicants receive equal treatment.

12. I AM AN RC POOL MEMBER AND I HAVE AN ONGOING PERFORMANCE APPRAISAL REBUTTAL CASE. CAN I APPLY FOR RC JOB OPENINGS WHILE MY CASE IS PENDING?

No, you are not eligible to apply for RC job openings if you have a pending performance appraisal rebuttal case.

13. I AM AN RC POOL MEMBER. HOW CAN I APPLY FOR AN RC JOB OPENING?

You can apply for RC and RC/HC job openings at the D1 and D2 levels online through the [United Nations Careers portal](#).

You can apply for DSRSG/RC/HC (or equivalent) job openings and RC/HC job openings at the ASG level by responding to the email informing you of the opening.

14. I AM AN RC POOL MEMBER. HOW MUCH TIME DO I HAVE TO APPLY FOR RC JOB OPENINGS?

RC job openings are normally advertised for 15 days. We encourage you to apply well in advance to allow sufficient time for assistance should any technical issues arise.

15. I AM AN RC POOL MEMBER. HOW MANY RC JOB OPENINGS CAN I APPLY FOR IN EACH SELECTION ROUND?

Applicants are encouraged to apply to up to three positions per selection round.

16. I AM AN RC POOL MEMBER. HOW MANY TIMES CAN I APPLY FOR RC JOB OPENINGS?

You can apply for RC job openings as many times as you wish. However, you are encouraged to apply to no more than a maximum of three positions per selection round.

17. HOW LONG DOES THE RC SELECTION PROCESS TAKE?

The RC selection process takes about 3 months from the advertisement of the job opening until the notification of the candidates.

18. I AM AN RC POOL MEMBER AND I HAVE APPLIED FOR AN RC JOB OPENING. WILL I BE NOTIFIED OF THE OUTCOME OF MY APPLICATION?

Yes, you will be notified of the outcome of your application regardless of the result.

19. IF I AM SELECTED FOR AN RC POSITION, WHAT TYPE OF CONTRACT WILL I BE OFFERED?

If you are a staff member of the UN Secretariat, you will retain your current contractual status and your right to return to your office at the end of your assignment(s) as Resident Coordinator.

If you are a staff member of a United Nations common system organization, other than the Secretariat, you will serve on secondment according to the Inter-Organisation Agreement concerning Transfer, Secondment or Loan of UNCS staff for the duration of your assignment as Resident Coordinator.

If you are external to the UN system or a staff member of an organisation that is not a signatory of the Inter-Organisation Agreement, you will be offered an initial fixed-term appointment of two years for RC and RC/HC

positions. For DSRSG/RC/HC (or equivalent) positions, as well as RC/HC positions at the ASG level, you will be offered a fixed-term appointment of one year, renewable annually, based on performance and mandate continuity.

Extension of your RC assignment beyond the initial appointment is subject to satisfactory service.

20. IF I AM SELECTED FOR AN RC POSITION, HOW QUICKLY AM I EXPECTED TO DEPLOY?

The start date of each RC position is indicated in the job opening. If selected, you are expected to deploy by the indicated start date unless the incumbent is reassigned before that date. In that case, you are required to deploy within three months of receipt of notification.

All deployments are subject to accreditation by the government where the RC has been asked to serve.

21. IF I AM SELECTED FOR AN RC POSITION, HOW LONG AM I EXPECTED TO STAY IN POST?

The length of tour of duty for RC positions depends on the hardship classification of the duty station, as follows:

<u>Duty Station Hardship Classification</u>	<u>Length of Tour of Duty (years)</u>
A	5
B	4
C	4
D	3
E	3

22. WHERE CAN I FIND MORE INFORMATION ON THE COMPENSATION OF AN RC?

You will receive a salary which is paid on the basis of a worldwide scale, along with benefits that consider dependents and the cost of living at your duty station. For further details, please refer to the [pay and benefits webpage](#) of the United Nations, specifically the section for "Professional and Higher Categories" staff. Please visit the ICSC's [Common System Compensation Package Portal](#) to calculate your estimated remuneration.

Last updated on 9 May 2025

ANY ADDITIONAL QUESTION? CONTACT US AT RCHC.TALENTPIPELINE@UN.ORG