

MINISTRY OF FOREIGN AFFAIRS  
REPUBLIC OF LIBERIA

**Background:**

Liberia has commenced its two-year term as a non-permanent member of the United Nations Security Council (UNSC) which will run from January 1, 2026- December 31, 2027. This is a pivotal opportunity for Liberia to rebrand itself on the global stage and contribute meaningfully to decisions that affect international peace and security. Our experience sustaining peace for over twenty-one years after the civil war uniquely positions us to offer practical insights on post-conflict recovery and peacebuilding. This UNSC Seat will reemphasize Liberia's commitment to fostering peace and resolving conflict globally. Liberia's advocacy and contributions during its tenure on the UNSC will revolve around five (5) priority areas: women, peace and security (WPS), youth, peace and security (YPS), natural resources and conflict nexus, regional approaches to peacebuilding and UNSC reforms.

The Ministry of Foreign Affairs is therefore recruiting qualified and experienced Liberia professionals for the following positions to be based in New York, U.S.A.

**Terms of Reference**

**Position Title:** Political Analyst (2)

**Duty Station:** Permanent Mission of Liberia to the United Nations, New York, USA

**Duration:** One Year (Renewable based on needs)

**Reports To:** Political Coordinator, UNSC

**Duties and Responsibilities:**

Political Analysis and Strategic Assessment

- Conduct in-depth political analysis of agenda items before the Council, including conflict files, peace and security threats, and emerging crises.
- Provide strategic assessments of political dynamics affecting Council deliberations and decision-making processes.
- Analyze power dynamics among Council members, including voting patterns, bloc politics, and bilateral negotiations among member states and assess potential collaboration opportunities aligned with Liberia's national interests and African priorities.
- Provide scenario analysis and strategic options for Liberia's positioning on key votes and resolutions.

Policy Development and Positioning:

- Liaise with relevant UN bodies (e.g., DPA, DPO, OCHA), think tanks, NGOs, and missions of other member states to gather perspectives and data relevant to Liberia's UNSC engagement.
- Participate in expert-level meetings and represent the team at technical briefings when required.

- Draft policy papers and position statements on UNSC agenda items aligned with Liberia's priorities.
- Develop talking points, speeches, and interventions for the Permanent Representative and Team Lead, where necessary.
- Identify opportunities for Liberia to lead or co-sponsor initiatives, resolutions, and presidential statements
- Advise on strategic alliances and coalition-building with other UNSC members and regional groups.

#### African Union and Region Coordination

- Serve as liaison with the African Union Mission to the UN (AU-UN) and the A3+ states.
- Ensure Liberia's UNSC positions reflect the Common African Position.
- Coordinate with ECOWAS representatives and West African missions on regional security matters.
- Support Liberia's role in bringing African perspectives to UNSC deliberations, particularly on conflicts in Africa.
- Monitor AU Peace and Security Council decisions relevant to UNSC agenda.

#### Documentation and Reporting:

- Maintain comprehensive records of UNSC meetings, consultations, and voting outcomes.
- Track implementation of Security Council resolutions and report on compliance and challenges.
- Document Liberia's contributions, statements, and initiatives during the UNSC tenure.
- Prepare monthly analytical reports for transmission to the Ministry of Foreign Affairs in Monrovia.

#### Stakeholder Engagement and Networking:

- Build and maintain relationships with analysts from other UNSC missions, UN Secretariat staff, and think tanks.
- Participate in informal expert consultations and Arria-formula meetings.
- Engage with civil society organizations, humanitarian agencies, and special envoys relevant to UNSC matters.
- Represent the mission at analytical and academic forums on Security Council affairs.
- Gather intelligence and early-warning information on emerging crises and diplomatic developments.

#### Qualifications and Experience:

- Master's degree in International Relations, Political Science, Peace and Conflict Studies, International Law, or related field.
- Minimum 5-7 years of professional experience in political analysis, international affairs, or diplomacy.
- Demonstrated expertise in UN Security Council procedures, international peace and security issues, and multilateral diplomacy.

- Excellent analytical and research skills with ability to synthesize complex information.
- Superior writing skills in English, with ability to produce clear, concise, and persuasive analytical products.
- Strong understanding of African political dynamics and A3+ relations on the UNSC.

**Competencies and Skills:**

- Strong analytical and critical thinking skills.
- Excellent drafting and report-writing abilities.
- Ability to work under pressure and manage tight deadlines.
- Professional discretion and political sensitivity.
- Proven ability to work collaboratively in diverse and multicultural teams.

**Language Requirements:**

- Fluency in English (written and spoken) is required.

**Terms of Reference**

**Position Title:** Lawyer/Legal Experts (4)

**Duty Station:** Permanent Mission of Liberia to the United Nations, New York, USA

**Duration:** One Year (Renewable based on needs)

**Reports To:** Political Coordinator, UNSC

**Duties and Responsibilities:**

Legal Analysis & Advisory:

- Provide legal advice on draft resolutions and other UNSC documents.
- Review the legal implications of decisions under the UN Charter, international humanitarian law, and international human rights law.
- Advise on sanctions regimes, peacekeeping mandates, use of force, conflict resolution, and sovereignty issues.

Support to Negotiations:

- Participate in intergovernmental negotiations and informal consultations on legal and policy matters.
- Support the drafting and vetting of Liberia's statements and positions on UNSC issues.
- Assist in forming Liberia's position on thematic and country-specific items based on international law.

#### Compliance & Coordination:

- Ensure that Liberia's actions at the UNSC align with its treaty obligations and national laws.
- Coordinate with legal departments in the Ministry of Foreign Affairs and Ministry of Justice in Liberia and international legal experts.

#### Documentation & Representation:

- Draft legal memoranda, position papers, and briefing notes for the rest of the Liberian UNSC team.
- Represent Liberia in legal briefings, UN legal committees, and when necessary, liaise with the UN Office of Legal Affairs.

#### Capacity Building & Knowledge Sharing:

- Brief and train team members on relevant legal frameworks and developments.
- Provide updates on key UNSC legal developments and decisions affecting Liberia or the region.

#### Qualifications and Experience:

- Advanced university degree (Master's or equivalent) in International Law, Public International Law, or a related field.
- Advanced professional legal experience, including in international law, diplomacy, or multilateral negotiations, sanctions, climate and natural resource management.
- Knowledge of the UN Charter, UNSC procedures, and international humanitarian and human rights law.
- Previous experience with the UN, regional organizations, or multilateral settings is highly desirable.

#### Competencies and Skills:

- Strong analytical and legal drafting skills.
- National pride and a commitment to rebranding Liberia.
- Excellent communication and negotiation skills.
- Political sensitivity, discretion, and sound judgment.
- Ability to work effectively in a multicultural and high-pressure diplomatic environment.

#### Language Requirements:

- Fluency in English (written and spoken) is required.

## Terms of Reference

Position Title: Research Analyst (Two Positions in NY + Four Positions in Monrovia)

Duty Station: New York, United Nations Headquarters + Monrovia

Duration: One Year (Renewable Depending on Needs)

Reports To: UNSC Political Coordinator/Team Lead

Duties and Responsibilities:

Policy and Issue Research:

- Conduct in-depth research and provide timely, accurate, and relevant briefing notes on UNSC agenda items, including country-specific situations, thematic issues, and emerging crises.
- Track geopolitical developments, peacekeeping operations, sanctions regimes, and conflict trends related to UNSC matters.
- Analyze positions of other UNSC members, particularly the P5, and regional groupings.

Briefing and Reporting:

- Prepare daily and weekly analytical summaries of UNSC meetings, consultations, and informal sessions.
- Support the drafting of speeches, talking points, and policy papers for the Permanent Representative and delegation.
- Maintain internal information-sharing mechanisms for timely dissemination of reports to the Ministry of Foreign Affairs and other relevant Liberian government agencies.

Stakeholder Engagement Support:

- Liaise with relevant UN bodies (e.g., DPA, DPO, and OCHA), think tanks, NGOs, and missions of other member states to gather perspectives and data relevant to Liberia's UNSC engagement.
- Participate in expert-level meetings and represent the team at technical briefings when required.

Documentation and Archiving:

- Maintain a structured repository of research materials, official documents, and position papers.
- Track Liberia's voting record, statements, and participation on UNSC matters

Qualifications and Experience:

- Master's degree in International Relations, Political Science, Public Policy, Security Studies, or a related field.
- Minimum 3–5 years of professional experience in international policy research, diplomacy, multilateral institutions, or a related domain.
- Strong understanding of UNSC structures, procedures, and global security dynamics.
- Experience working with or in intergovernmental organizations (e.g., UN, AU, and ECOWAS) is a strong asset.

- Excellent writing, analytical, and communication skills.
- Proficiency in English is required; knowledge of French is an asset.

Competencies and Skills:

- Strong analytical and critical thinking skills.
- Excellent drafting and report-writing abilities.
- Ability to work under pressure and manage tight deadlines.
- Professional discretion and political sensitivity.
- Proven ability to work collaboratively in diverse and multicultural teams.

Language Requirements:

- Fluency in English (written and spoken) is required.

**Application Opening Date: June 5, 2026**

**Application Deadline: June 16, 2026**

**PLEASE NOTE: This is a consultancy and does not constitute nor guarantee permanent employment with the Government of Liberia. All New York Based Assignments are NOT family accompanying stations.**

**Application Process**

All applications must include a cover/motivational letter, curricula vitae (CV), and educational certificates, and should be submitted via email to: [dma@mofa.gov.lr](mailto:dma@mofa.gov.lr). Please indicate the specific position you are applying for in the email subject line.