

وزارة العمل
رقم الوارد : موارد/1/13444
التاريخ : 2026/09/21 08:30
يحول إلى : مديرية الموارد البشرية والتطوير الـ

الرقم	48/6087
التاريخ	2026/09/20
الموافق	

وارد

معالي
سماحة
عطوفة

الموضوع: وظائف دولية شاغرة

إشارة إلى كتاب المعهد الدولي للعلوم الإدارية IIAS رقم IIAS/DG/2026/25 تاريخ 2026/9/15 (مرفق)، و مرفقه الإعلان عن شاغر مدير عام المعهد، أرجو الإيعاز بالاطلاع على شروط الشاغر المتوفرة على الموقع الرسمي للهيئة ضمن الوظائف الدولية <https://www.spac.gov.jo>. وترشيح موظفاً واحداً ممن تروحه مناسباً، وإرفاق السيرة الذاتية و المؤهلات العلمية والخبرات في موعد أقصاه 2026/9/23. حيث ستقوم الهيئة بالمفاضلة بين المرشحين الذين تنطبق عليهم الشروط من كافة الدوائر، وترشيح موظفاً واحداً للمعهد.

وتفضلوا بقبول فائق الاحترام ،،،

رئيس هيئة الخدمة والإدارة العامة


المهندس فايز النهار

نسخة/ عطوفة الأمين العام
نسخة/ وحدة الدعم الفني والتنسيق

- *Option 1 – Funded by the Home Administration:* The candidate's salary and benefits continue to be paid by their home administration, in accordance with your government's rules.
- *Option 2 – Funded by the IIAS:* Alternatively, if your administration prefers, the IIAS is prepared to cover the candidate's salary and benefits in full, directly funding the position. In this case, the secondment agreement will reflect the appropriate financial and contractual terms.

This flexibility is offered to ensure that financial considerations do not hinder the participation of highly qualified candidates.

3. **Application Package:** The nomination should be submitted electronically to **OlivierDufour@PageExecutive.com** by **Friday 2 October 2026** and must include:
 - A formal nomination letter from a competent authority of your government, confirming the candidate's status and the preferred salary arrangement.
 - A detailed curriculum vitae of the candidate.
 - A vision statement (3-5 pages) from the candidate outlining their approach to leading the IIAS.

Please note that all candidates must meet the eligibility and qualification requirements set out in the attached vacancy announcement.

4. **Selection Process:** All nominations, including those from secondments and the open call, will be reviewed by a professional recruitment agency appointed by the IIAS. The agency will shortlist 3-5 candidates who best fulfil the criteria. These shortlisted candidates will be invited for hearings before the Council of Administration, which will make the final appointment during its meeting on 14 October 2026.

We believe that this expanded process will provide the IIAS with a truly exceptional pool of global talent. We look forward to receiving your government's nominations and to working together to secure the best possible leadership for our Institute.

Please do not hesitate to contact me (s.sahraoui@iias-iiisa.org) should you require any further information or clarification.

Best Regards,



Sofiane Sahraoui
 Director General
 International Institute of Administrative Sciences (IIAS)



Ref: IIAS/DG/2026/25

Date: 15 September 2026

To: Mr. Yasser AlNsour

Public Service & Public Administration Commission
Hashemite Kingdom of Jordan

Subject: Call for Secondment Nominations for the Position of IIAS Director General

Dear Mr. Al-Nsour,

I am writing to formally invite your government to participate in the process of identifying the next Director General of the International Institute of Administrative Sciences (IIAS). As you are aware, the Institute is at a pivotal moment, and we are seeking a visionary leader to guide us into our next phase of growth and impact.

In accordance with the decision of the Council of Administration (CoA), we are broadening our search to include high-caliber candidates from within the public services of our member states. We believe that distinguished public servants, with their deep understanding of governance and administrative realities, are exceptionally well-placed to lead our Institute.

Accordingly, we invite your government to nominate a candidate for this position through a formal **secondment** arrangement. This approach ensures that the nominee remains an integral part of your public service while contributing their expertise to the IIAS.

To ensure a fair and transparent process, the following conditions will apply to all secondment nominations:

- 1. Active Public Servant and Formal Secondment:** The candidate must be an active official within your national, regional, or local public administration. The nomination must be an official act of your government, within a formal secondment framework, not an individual recommendation from a state member representative. This ensures that the candidate has the full backing of their administration and that their potential appointment is a matter of state policy. A specific secondment agreement will be concluded between the IIAS, the sending administration, and the candidate, detailing the terms and conditions of the assignment.
- 2. Salary Arrangements:** Regarding salary and benefits, two options are available:



Vacancy Announcement: Director General

The International Institute of Administrative Sciences (IIAS), founded in 1930, is a leading global learned society dedicated to advancing the study and practice of public administration. Headquartered in Brussels, IIAS fosters international collaboration among scholars, practitioners, and institutions in the field. Our members and partners include ministries of public administration, schools of government, universities, and international organizations worldwide. Through high-level conferences and events, scholarly publications, and quality assurance in public administration education, we contribute to effective, ethical and innovative governance worldwide.

IIAS has an annual budget of approximately €1.1 million and 7 FTEs. It is a compact organization with global outreach. The International Association of Schools and Institutes of Administration (IASIA) and the European Group for Public Administration (EGPA) are centrally supported by the IIAS Secretariat. Two further regional groups, the Asian Group for Public Administration (AGPA) and the Latin American Group for Public Administration (LAGPA), are independently managed.

We are seeking a Director General to lead the Institute in its next phase. This is a full-time post based in Brussels, with regular international travel. The Director General reports to the Council of Administration and works closely with the President. The appointment is for a three-year term, renewable under IIAS statutory provisions, and is offered under Belgian employment law. Benefits are comparable to those in the Brussels public sector.

Key Responsibilities

- **Strategic Leadership and Implementation:** Support the Council of Administration and the General Assembly in shaping and delivering IIAS core activities, including international conferences and events, research publications, accreditation in public administration education, and strategic projects. Develop and oversee the annual program and budget so that they align with agreed strategic priorities.
- **Operational Management:** Provide executive oversight of people, finance and administration in a compact Secretariat. Lead talent acquisition, development, performance and engagement for a multicultural team, ensuring compliance with



3. **Revenue Generation and Resource Mobilization:** A documented record of success in resource mobilization that diversifies income (membership, partnerships, grants and earned revenue). Candidates must be able to provide quantifiable results for this criterion.
4. **International Engagement:** Demonstrated international engagement, preferably in multicultural and multilingual settings.
5. **Event Management:** Experience of international conference and event organization.
6. **Digitalization:** Demonstrated capacity to lead digitalization of organizational systems and working methods.
7. **Communication and Stakeholder Engagement:** Excellent communication and stakeholder engagement skills, including digital outreach.
8. **Board and Governance Experience:** Experience of preparing and implementing the decisions of a collegial governing body.
9. **Membership Management:** Experience of retaining and recruiting members in a membership organization.
10. **Language:** Fluency in English and French. *Proficiency in both languages will be verified as part of the interview process.*

Complementary Skills (Desirable Criteria)

The following skills are considered assets:

- Familiarity with Belgian governance, administrative systems and legal frameworks.
- Familiarity with public administration networks, including ministries, schools of government, and international bodies such as the UN or the OECD.
- A record of scholarly publishing and/or of quality assurance and accreditation.
- Strategic mindset with a focus on innovation, sustainability, and global impact.
- Commitment to diversity, equity, and inclusion in an international context.
- Autonomy and Coherence: Demonstrated capacity to work with entities that have their own governance, respecting their autonomy while maintaining the coherence of the broader Institute.

Compensation and Benefits

The salary range is €100,000 – €120,000 gross per year, commensurate with experience and qualifications. Benefits include health insurance and pension contributions.



Belgian employment law and a constructive working culture. Direct financial planning, budgeting, procurement, internal controls and reporting so that resources are used with integrity and value for money, and so that the Council of Administration receives timely, reliable information for oversight. Lead the digitalization of Secretariat processes covering membership, finance, events, publications and communications.

- **Stakeholder Engagement and Coherence:** Build and maintain relationships with members and partners, including governments, universities, schools of government and international organizations. Maintain coherent working relations across IIAS, IASIA, EGPA and the independently managed regional groups, so that the Institute acts as one organization toward its constituency.
- **Financial Sustainability:** Monitor revenue and expenditure, identify opportunities for income diversification and cost optimization, and ensure transparent implementation of the IIAS financial control framework.
- **International Advocacy:** Represent IIAS at global forums and ensure that the Institute contributes visibly to international debates on public administration.

Required Qualifications and Experience (Essential Criteria)

Candidates should demonstrate how they meet the essential criteria. Meeting all criteria is expected; where a candidate does not fully meet one or more criteria, the Council of Administration may consider the overall strength of the profile.

1. **Advanced Degree/Professional Standing:** PhD in public administration, political science, law, management or a related field, or equivalent senior professional standing.
2. **Senior Leadership Experience:** Ten or more years of leadership experience in international organizations, associations, NGOs, public sector institutions or academia, including experience in a small or mid-sized organization.
3. **People Management:** Demonstrated experience in talent acquisition, development, performance management, and staff engagement in a multicultural environment.
1. **Procurement and Operational Oversight:** Demonstrated experience in procurement and operational direction of an organization.
2. **Financial Planning and Control:** Demonstrated expertise in financial planning, budgeting, internal controls, risk awareness, and transparent reporting to governing bodies.



In addition to salary and benefits, IIAS supports professional growth through conference participation and access to global networks. The role combines a Brussels duty station with a tech-enabled Secretariat and substantial autonomy in implementation, within the framework set by the governing bodies.

Work authorization:

Candidates are not required to hold Belgian work authorization at the time of application. The selected candidate must be authorized to work in Belgium at the time of appointment. IIAS will provide sponsorship or legal assistance where needed, subject to Belgian migration rules.

Application Process

Applications should be submitted electronically to **Olivier Dufour, Managing Partner, Page Executive** at **OlivierDufour@PageExecutive.com**. Please include:

- A detailed curriculum vitae highlighting relevant experience.
- A vision statement (3–5 pages) outlining your approach to leading IIAS, including financial sustainability, international expansion and member engagement.
- At least two letters of recommendation from professional references (e.g., from academic, governmental, or international colleagues). *Letters may be submitted after shortlisting.*

The deadline for applications is **Friday 2 Octobre 2026**.

Shortlisted candidates will be invited for interviews. The appointment is made by the Council of Administration.

IIAS is an equal opportunity employer and encourages applications from diverse backgrounds, including women and underrepresented groups and regions.