



Navigating Inter-agency Moves Key Questions to Consider

Inter-Agency Career Week
16 - 20 June 2025

Today's presenter and chat manager



Cornelia Griss

Coordinator, Resourcing, ILO



Katherine Meehan

Human Resources Assistant, ILO

House Keeping Rules

- You are muted by default. The chat function is disabled.
- If you have any questions, please submit them through Zoom Q&A button.
- The session will be recorded. The recording and presentation will be available on: [Inter-Agency Career Week webpage](#)



Due to the large number of participants in this session, we might not be able to respond to all of your questions.

Thank you for your understanding.



Objectives for this session

- Explain the key principles of Inter-Agency Moves and how they could apply to you
- Understand existing modalities for moving and how they are commonly used
- Explore what you should consider prior to moving agencies

At the end of the session, you should feel more comfortable about taking the right decision when considering changing agencies.

Mentimeter questions

Tell us about yourselves:

1. Have you ever moved agencies?
2. If you did so, did you move through a loan, a secondment, a transfer, a mix of the above, none of the above
3. In considering a move, what would be your main concerns?



Join at menti.com | use code 8704 4158

How does it work?

It is not an organization managed process, therefore...



What is the Inter-Organization Mobility Agreement?

https://hr.un.org/sites/hr.un.org/files/handbook/Mobility%20Agreement_2019.pdf

The agreement...

- Aims to facilitate inter-agency collaboration
- Sets out general guidance on movement of staff between agencies
- Standardizes how administrative details and staff data should be shared
- Ensures that accrued entitlements are correctly carried over
- Is based on the principle of reciprocity
- Does not provide staff member with rights which are enforceable

Who signed up to the Agreement?

And is my agency one of them?

✓ FAO

✓ IAEA

✓ ICAO

✓ ICC

✓ IFAD

✓ ILO

✓ IMO

✓ IOM

✓ ITU

✓ STL

✓ UNESCO

✓ UNIDO

✓ UPU

✓ UNWTO

✓ WHO

✓ WIPO

✓ WMO

All agencies that participate in the Career Week have signed up to the Agreement.

Am I eligible to move under the rules of the Agreement?

ELIGIBLE:

- Usually, regular staff members who have passed probation
- Minimum: fixed-term contract of at least one year
- Some agencies may have additional criteria such as minimum time of service
- International professional staff members
- National Professional Officers and General Service Staff, and
- Staff who change categories (from GS to NPO, from GS to P, from NPO, to P)

NOT ELIGIBLE (some general principles may still apply):

- Temporary staff

Which modalities exist?

Inter-Organization Agreement concerning Transfer, Secondment or Loan of Staff among the Organizations applying the United Nations Common System of Salaries and Allowances

LOANS

- Used for short-term assignments, normally up to one year
- Staff remain subject to the rules and regulations of the releasing organization
- Salary, benefits and entitlements are administered and paid by the releasing organization
- Staff are under the administrative (and technical) supervision of the receiving agency
- Typically used for technical expertise sharing, on joint UN projects, for backfilling
- Could be reimbursable or non-reimbursable

Which modalities exist?

Inter-Organization Agreement concerning Transfer, Secondment or Loan of Staff among the Organizations applying the United Nations Common System of Salaries and Allowances

SECONDMENT

- For a fixed-period, usually one to two years.
- Can be extended, once.
- Staff are generally under the rules and regulations of the receiving agency
- Staff retain a right to return to the releasing agency
- Typically used to maintain job security, e.g. if a post in the receiving agency is time-limited but staff has a continuing appointment or to bridge a probationary period.

Which modalities exist?

Inter-Organization Agreement concerning Transfer, Secondment or Loan of Staff among the Organizations applying the United Nations Common System of Salaries and Allowances

TRANSFER

- Staff move to receiving agency – permanent move
- Staff are under the rules and regulations of the receiving agency
- Staff do not retain rights of return
- Typically used when staff do not wish to return or where releasing entity is not able to grant return rights
- Often follows secondment

I have an offer, now what?

Irrespective if eligible or not as per the agreement, you could consider the following...

- ☐ Check the contract type/length:
 - ☐ Does the contract in the receiving organization hold the same conditions as your current one?
 - ☐ Can the continuing appointment be reinstated in the new organization after probation?
 - ☐ If the contract is shorter, do the benefits of the move make up for this?
 - ☐ If there is a change of duty station, are the benefits and entitlements the same?
- ☐ Salary:
 - ☐ Confirm step on entry, also in case of change of grade/category.
 - ☐ If change of duty station, what is the post adjustment?
- ☐ Annual leave:
 - ☐ Can it be carried over? What is the maximum?
- ☐ Home leave:
 - ☐ Different duty station, different periodicity?

I have an offer, now what?

Irrespective if eligible or not as per the agreement, you could consider the following...

- ☐ Are your administrative details correct? For example:
 - ☐ Dates (UN entry date, home leave, step increase etc.)
 - ☐ Carry-over of annual leave and other leave entitlements
 - ☐ Mobility count
 - ☐ Dependants
 - ☐ Pension number (UNJSPF Unique ID)
- ☐ Education grant:
 - ☐ How does the carry over work, how does the settlement work?
 - ☐ How does changing schools mid-year work?
- ☐ Pension fund:
 - ☐ Ensure your pension number remains the same, check your statement.

I have an offer, now what?

Irrespective if eligible or not as per the agreement, you could consider the following...

- ☐ Health Insurance:
 - ☐ Any change in entitlements,
 - ☐ Can accruals be carried over?
 - ☐ What about pre-existing conditions?
 - ☐ After-service health insurance entitlement?
 - ☐ What is the level of reimbursement?
 - ☐ Any outstanding payments or financial obligations?
- ☐ Notice period:
 - ☐ Not all agencies share the same policies, expectations may vary!
- ☐ Family members:
 - ☐ Will they join the duty station immediately? If not, can they stay behind?

I have an offer, now what?

Irrespective if eligible or not as per the agreement, you could consider the following...

- ☐ What if I wish to return to my organization (in case of secondment)?
 - ☐ General right of return
 - ☐ Lien on a post (specific right to return)
 - ☐ Need to apply to return (maintain internal candidate status)
 - ☐ No right of return

What else?

- ☐ Probation necessary? Special rules if you are coming from the UN?
- ☐ Performance Appraisal done?
- ☐ Career Opportunities?
- ☐ Learning/Training Opportunities?
- ☐ Outstanding payments or financial obligations settled?

My offer is from an agency that is outside the UN system

What could I ask?

On the contractual side:

- ☐ If a temporary opportunity, could a reimbursable loan be arranged?
- ☐ Could LWOP be an option?

On benefits and entitlements:

- ☐ Is there a UNJSPF transfer agreement with the pension system of the receiving agency?
- ☐ Could the current health insurance be maintained with the new agency taking on the releasing organization's payments?



UN Inter- Agency Career Week 2025 Agenda

16 - 20 June



	Monday, 16 June	Tuesday, 17 June	Wednesday 18 June	Thursday 19 June	Friday, 20 June
03:00-04:00 (New York) 09:00-10:00 (Europe) 10:00-11:00 (Nairobi) 14:00-15:00 (Bangkok)	Pres (E) - Embracing Your Career Journey in a VUCA World - Unlocking the Power of Learning Agility	Pres (E) - Your career is more than your next job	PD (E) - Career Conversations with colleagues on Inter-Agency mobility	Pres (E) - Skills for the Future of Work	Pres (E) - NextGEN Talent Acquisition: Insights from Recruiters
04:30-05:30 (New York) 10:30-11:30 (Europe) 11:30-12:30 (Nairobi) 15:30-16:30 (Bangkok)	Pres (E) - Charting your Blue Ocean: Identifying Emerging Opportunities and In-Demand Roles	PD (F) - Conversation de Carrière (Parcours Leadership)	Pres (E) - Navigating Inter-agency moves: key questions to consider	PD (F) - Conversations de carrière avec des collègues sur la mobilité inter-agences	Pres (E) - Demystifying Job Searching in the UN System
06:00-07:00 (New York) 12:00-13:00 (Europe) 13:00-14:00 (Nairobi) 17:00-18:00 (Bangkok)	Clinic (F) - Optimisez votre PHP : Clés pour une Candidature Réussie	Clinic (F) - Entretien basé sur les compétences pour les candidats	Clinic (F) - Réseautage Stratégique : Créer des liens, créer des chances	Pres (E) - Your application and the process	PD (E) - Recruitment for Global Impact: Insights from Purpose-Driven Organizations
07:30-08:30 (New York) 13:30-14:30 (Europe) 14:30-15:30 (Nairobi) 18:30-19:30 (Bangkok)	Clinic (E) - Successfully crafting your Personal History Profile / P11	Clinic (E) - CBI for applicants	Clinic (E) - Demystifying Networking for Career growth	Clinic (E) - Career Pivot into the Private Sector	PD (E) - How Volunteering Shapes Future Careers
09:00-10:00 (New York) 15:00-16:00 (Europe) 16:00-17:00 (Nairobi) 20:00-21:00 (Bangkok)	Keynote Speakers (E) - Pursuing your Success : Skills for Career Development	Keynote Speakers (E) - Unlocking Career Potential: The Power of Continuous Learning and Training	Keynote Speakers (E) - A holistic approach to career development	Keynote Speakers (E) - Onto the Balcony: Leadership Insights from a Personal Journey	Keynote Speakers (E) - Keynote Address by David Bearfield (UNDP)
10:30-11:30 (New York) 16:30-17:30 (Europe) 17:30-18:30 (Nairobi) 21:30-22:30 (Bangkok)	Pres (E) - Your Personal Journey	PD (E) - The Leadership Equation: Integrity, Innovation, and Impact	PD (E) - Getting into the international professional category - Moving to a different UN Organization	PD (E) - Career Conversations with colleagues on Interns and Fellows	Pres (E) - Creating Your Personal Learning Strategy
12:00-13:00 (New York) 18:00-19:00 (Europe) 19:00-20:00 (Nairobi) 23:00-00:00 (Bangkok)	Pres (S) - El CV como herramienta de impacto	Pres (E) - Branding from the Inside Out: Authenticity and EQ in Action	Clinic (S) - Desmitificando el Networking para el Crecimiento Profesional	Pres (E) - From Federal to Civilian: Resumes & Job Search Strategies	Clinic (S) - CBI para solicitantes
13:30-14:30 (New York) 19:30-20:30 (Europe) 20:30-21:30 (Nairobi) 00:30 ⁻¹ -01:30 ⁻¹ (Bangkok)	Pres (E) - A Mind-Blowing Tour of AI Tools to Accelerate Your Career	PD (S) - Voces de Impacto: Liderazgo que Transforma	Pres (E) - Resilience and Adaptability in times of change: "Bending without breaking"	PD (E) - Navigating and supporting the careers of women in the UN system	Pres (E) - CV writing - transforming tasks into achievements
15:00-16:00 (New York) 21:00-22:00 (Europe) 22:00-23:00 (Nairobi) 01:00 ⁻¹ -02:00 ⁻¹ (Bangkok)	Pres (S) - Entrevistas de trabajo eficaces en el sistema de las Naciones Unidas	Pres (E) - Effective Interviewing Skills in the UN	Pres (S) - Cómo completar un perfil para solicitar un puesto de manera efectiva	Pres (E) - Step Into your Future: How to set big goals and unlock your potential as a leader	Pres (E) - Reset and Recharge: Reconnecting with what grounds us



THANK YOU! MERCI ! ¡GRACIAS!

The presentation, recording and other resources will be shared on our dedicated Inter-Agency Career Week Page.

Please fill out the Evaluation Survey. Your feedback matters to us!

If you have any questions, please reach out to capability@ilo.org.