# Data Strategy – HR Dashboards – Post / Staff (Specialist roles)

## DB1 – People [Stock]: Share of staff data-focused functional title as % of all staff

### Purpose

* Track % of staff working in data-focused roles, against SG target of 10% (by 2025)

### Key concept / metric

* Share of **encumbered** [posts] with data-focused [functional title] as % of encumbered target posts by [entity]

### Functional titles

* Keep a table of relevant keywords, filter for keywords in functional titles, and then mark/flag as ‘relevant’
* Some functional titles are more relevant than others and we should keep track of that in the ‘flag’ column

|  |  |
| --- | --- |
| **Keyword in functional title** | **Relevance** |
| Data | High |
| Statist | Medium |
| information systems | Medium |
| information manag | High |
| Monitoring | Low |
| Geo | High |
| GIS | High |
| Gestion Information | High |
| KNOWLEDGE MANAGEMENT | Low |
| info manag | High |
| info system | Medium |
| info. Manag | High |
| information mg | High |
| Nat. Informat. Manag | High |
| National Info Mg | High |

### Relevant grades

* NO-A, NO-B, NO-C, NO-D, G-4, G-5, G-6, G-7, FS-4, FS-5, FS-6, FS-7, P-1, P-2, P-3, P-4, P-5, D-1, D-2

### Relevant entities

* Departments, offices, missions, etc.
* Same as in [UN Secretariat Gender Parity Dashboard](https://www.un.org/gender/content/un-secretariat-gender-parity-dashboard)

### Relevant funding sources

* All, i.e. all posts regardless of whether regular budget, other assessed, or extra-budgetary

### Please also include

* Gender of person encumbering post (for compliance with gender parity targets)
* Nationality of person encumbering post (for compliance with geographic diversity targets)

### Refresh

* Monthly

## DB2 – Posts [Stock]: Share of posts with data-focused functional title as % of target posts

### NOTE: This is DB optional

### Purpose

* Track % of posts for data-focused roles, against SG target of 10% (by 2025)

### Key concept / metric

* Share of **all** [posts] with data-focused [functional title] as % of target posts by [entity]

### Functional titles

* Keep a table of relevant keywords, filter for keywords in functional titles, and then mark/flag as ‘relevant’
* As for DB1

### Relevant grades

* NO-A, NO-B, NO-C, NO-D, G-4, G-5, G-6, G-7, FS-4, FS-5, FS-6, FS-7, P-1, P-2, P-3, P-4, P-5, D-1, D-2

### Relevant entities

* Departments, offices, missions, etc.
* Same as in [UN Secretariat Gender Parity Dashboard](https://www.un.org/gender/content/un-secretariat-gender-parity-dashboard)

### Relevant funding sources

* All, i.e. all posts regardless of whether regular budget, other assessed, or extra-budgetary

### Refresh

* Monthly

# Data Strategy – HR Dashboards – Recruitments (Specialist Positions)

## DB3 – Selections [Flow]: Share of selections with data-focused functional title as % of all selections in target grades (specialist recruitments)

### Purpose

* Track % of recruitments for data-focused (i.e. specialist) roles over time

### Key concept / metric

* Share of [selections] with data-focused [functional title] as % of all selections by [entity] over [period]

### Functional titles

* Keep a table of relevant keywords, filter for keywords in functional titles, and then mark/flag as ‘relevant’
* As for DB1

### Selections

* All job openings (e.g. published on careers.un.org) that result in completed selection, i.e. JO not cancelled
* Irrelevant if recruitment is regular or temporary (i.e. TJO), i.e. include both
* Please keep track in separate column if selection is against a TJO or regular

### Relevant period

* All selections since January 2021
* Please store selection date in table

### Relevant grades

* NO-A, NO-B, NO-C, NO-D, G-4, G-5, G-6, G-7, FS-4, FS-5, FS-6, FS-7, P-1, P-2, P-3, P-4, P-5, D-1, D-2

### Relevant entities

* Departments, offices, missions, etc.
* Same as in [UN Secretariat Gender Parity Dashboard](https://www.un.org/gender/content/un-secretariat-gender-parity-dashboard)

### Relevant funding sources

* All, i.e. all posts regardless of whether regular budget, other assessed, or extra-budgetary

### Please also include

* Gender of person encumbering post (for compliance with gender parity targets)
* Nationality of person encumbering post (for compliance with geographic diversity targets)
* Please store JD title

### Refresh

* Weekly

# Data Strategy – HR Dashboards – Recruitments (Non-Specialists)

## DB4 – Selections [Flow]: Share of selections against job openings without data-focused functional title but with data-related JD content as % of all selections in target grades (non-specialists)

### Purpose

* Track % of recruitments for non-specialist positions with data-related capability content in the job description

### Key concept / metric

* Share of [selections] for [job descriptions] with data-related capability [content] as % of all selections by [entity] over [period]

### Job description content

* Keep a table of relevant keywords, filter for keywords in functional titles, and then mark/flag as ‘relevant’
* Keywords should occur in ‘work experience’, ‘education’, ‘competencies’, ‘responsibilities’ section of JD

|  |  |
| --- | --- |
| **Keyword in JD content** | **Relevance** |
| data | High |
| analytics | High |
| statist | Medium |
| geogr | Medium |
| data management | High |
| business intelligence | High |
| visualiz | High |
| chart | High |
| graph | High |
| data science | Medium |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

### Selections

* All job openings (e.g. published on careers.un.org) that result in completed selection, i.e. JO not cancelled
* Irrelevant if recruitment is regular or temporary (i.e. TJO), i.e. include both
* Please keep track in separate column if selection is against a TJO or regular

### Relevant period

* All selections since January 2021
* Please store selection date in table

### Relevant grades

* NO-A, NO-B, NO-C, NO-D, G-4, G-5, G-6, G-7, FS-4, FS-5, FS-6, FS-7, P-1, P-2, P-3, P-4, P-5, D-1, D-2

### Relevant entities

* Departments, offices, missions, etc.
* Same as in [UN Secretariat Gender Parity Dashboard](https://www.un.org/gender/content/un-secretariat-gender-parity-dashboard)

### Relevant funding sources

* All, i.e. all posts regardless of whether regular budget, other assessed, or extra-budgetary

### Please also include

* Gender of person encumbering post (for compliance with gender parity targets)
* Nationality of person encumbering post (for compliance with geographic diversity targets)
* Please store JD title

### Refresh

* Weekly