

United Nations Mechanism for International Criminal Tribunals

Senior Legal Officer, P-5

DEADLINE FOR APPLICATIONS	:	19 January 2017
DATE OF ISSUANCE	:	21 December 2016
OFFICE	:	Immediate Office of the Registrar
LOCATION	:	The Hague
JOB OPENING NUMBER	:	16-LEG-RMT-71854-R-THE HAGUE (R)

United Nations Core Values: Integrity, Professionalism, Respect for Diversity

Organizational setting and Reporting:

The post is located in the Registry Hague branch with oversight of the Arusha Branch. Under the authority of the Registrar, the incumbent will provide overall management for the legal operations of the Registry and will be responsible for the provision of authoritative legal advice in respect of the Registry.

Responsibilities:

The incumbent will perform the following duties:

- Provide advice to the Registrar on a wide range of legal and policy issues concerning the Mechanism, in particular with regard to the judicial support and related services of the Registry. This includes, but is not limited to enforcement of sentences, assistance to national jurisdictions, legal matters pertaining to witness management, legal profiles of archives management, acquitted and released persons, complex contractual matters, court management support, defence counsel management.
- Supervise and coordinate the work of the Registry legal teams. Coordinates and directs teams of other legal staff members, guides and supervises the work of junior staff members; and prioritizes the workload of the team and provides general coordination and supervision of assignments.
- Review incoming and outgoing correspondence, reports, briefs, policies of the Registry.
- Review, draft or provide inputs on legal submissions to Chambers and the President.
- Review, draft or provide inputs on talking points and speeches to be delivered by the Registrar at different fora as required.
- Review, draft or provide inputs in all contractual matters pertaining to the closure of the project of the new premises in Arusha, in liaison with the relevant technical teams.
- Provide legal advice and assistance to the Registrar in the formulation of the Registry's strategic vision and policy and coordinate the implementation of the same.
- Assists and supports the work of the Registry as required.

Core Competencies:

- **Professionalism** – Thorough knowledge of international legal procedures and instruments, including international criminal law, with a particular emphasis on the legal practice of the ICTR and/or the ICTY or any other international Criminal Court or Tribunal. Thorough knowledge of and experience in a wide spectrum of legal areas, including contract law. Ability to apply legal expertise to analyzing a diverse range of complex issues and in developing innovative solutions. Strong analytical skills and proficiency in legal writing and expression and ability to prepare legal documents. Ability to work to tight deadlines and to handle multiple concurrent projects. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations.
- **Communication** – Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two way communication; tailors language, tone, style and format to match the audience; demonstrates openness in sharing information and keeping people informed.
- **Teamwork** – Works collaboratively with colleagues to achieve organisational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

Managerial Competencies:

- **Leadership** – Serves as a role model that other people want to follow; empowers others to translate vision into results; is proactive in developing strategies to accomplish objectives; establishes and maintains relationships
-

United Nations Mechanism for International Criminal Tribunals

with a broad range of people to understand needs and gain support; anticipates and resolves conflicts by pursuing mutually agreeable solutions; drives for change and improvement; does not accept the status quo; shows the courage to take unpopular stands.

- **Judgement/Decision-making** – Identifies the key issues in a complex situation, and comes to the heart of the problem quickly; gathers relevant information before making a decision; considers positive and negative impacts of decisions prior to making them; takes decisions with an eye to the impact on others and on the Organisation; proposes a course of action or makes a recommendation based on all available information; checks assumptions against facts; determines that the actions proposed will satisfy the expressed and underlying needs for the decision; makes tough decisions when necessary.

QUALIFICATIONS

Education:

Advanced university degree (Master's degree or equivalent) in law, with a specialization in international law or criminal law. A first-level university degree in combination with two years of qualifying experience may be accepted in lieu of the advanced university degree.

Work Experience:

Minimum of ten (10) years of progressively responsible experience in law. Previous relevant experience in international criminal tribunals is highly desirable. Experience in contract law is an asset.

Languages:

English and French are the working languages of the Mechanism for International Criminal Tribunals. For the post advertised, fluency in oral and written English or French is required. Knowledge of the other would be an asset.

Assessment Method:

There may be a written assessment followed by a competency based interview.

Special Notice:

The appointment is limited to the Mechanism for International Criminal Tribunals. Appointment of the successful candidate on this position will be limited to the initial funding of the post. Extension of the appointment is subject to the extension of the mandate and/or the availability of funds. As the international tribunals are not integrated in the Secretariat, UN Staff Members serve on assignment or secondment from their parent department/office if selected. Appointments of staff members in the United Nations are subject to the authority of the Secretary-General. Staff Members are expected to move periodically to new functions in accordance with established rules and procedures, and may in this context be reassigned by the Secretary-General throughout the Organization based on the changing needs and mandates.

NOTE FOR PREVIOUSLY ROSTERED CANDIDATES

Roster candidates must express their interest and availability for published job openings by submitting an updated PHP and cover letter.

No Fee:

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, TRAINING OR ANY OTHER FEES). THE UNITED NATIONS DOES NOT CONCERN ITSELF WITH INFORMATION ON BANK ACCOUNTS.

United Nations Considerations

Candidates will be required to meet the requirements of Article 101, paragraph 3, of the Charter as well as the requirements of the position. The United Nations is committed to the highest standards of efficiency, competence and integrity for all its human resources, including but not limited to respect for international human rights and humanitarian law. Candidates may be subject to screening against these standards, including but not limited to whether they have committed, or are alleged to have committed criminal offences and/or violations of international human rights law and international humanitarian law.

The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs. (Charter of the United Nations - Chapter 3, article 8). The United Nations Secretariat is a non-smoking environment.

Applicants are urged to follow carefully all instructions available in the online recruitment platform, inspira. For more detailed guidance, applicants may refer to the At-a-Glance on "The Application Process" and the Instructional

United Nations Mechanism for International Criminal Tribunals

Manual for the Applicants, which can be accessed by clicking on “Manuals” hyper-link on the upper right side of inspira account-holder homepage.

Applications are pre-screened by the system according to the published requirements of the job opening on the basis of the information provided in the application. In relation to the requirements of the job opening, applicants must provide complete and accurate information pertaining to their qualifications, including their education, work experience, and language skills. Each applicant must bear in mind that submission of incomplete or inaccurate applications may render that applicant ineligible for consideration for the job opening. Initial screening and evaluation of applications will be conducted on the basis of the information submitted. Applications cannot be amended following submission. Candidates under serious consideration for selection will be subject to a reference-checking process to verify the information provided in the application.

Job openings advertised on the Careers Portal will be removed at midnight (New York time) on the deadline date.

HOW TO APPLY:

All applications must be submitted through the UN Inspira portal. The Mechanism for International Criminal Tribunals is not able to accept applications for this vacancy via email.

Internal applicants may go to <https://inspira.un.org>

External applicants may go to <https://careers.un.org>
