

# United Nations Mechanism for International Criminal Tribunals

Commanding Officer UN Detention Unit, P-4

DEADLINE FOR APPLICATIONS	:	01 June 2017
DATE OF ISSUANCE	:	03 May 2017
OFFICE	:	Registry/Office of the Registrar
LOCATION	:	The Hague
JOB OPENING NUMBER	:	17-ADM-RMT-78363-R-THE HAGUE (R)

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

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## Organisational Setting and Reporting:

The position of Commanding Officer, United Nations Detention Unit ("UNDU"), is located in the Registry, Mechanism for International Criminal Tribunals ("MICT") at The Hague Branch. The incumbent is responsible to the Registrar of the International Criminal Tribunal for the former Yugoslavia ("ICTY") in respect of ICTY detainees.

## Responsibilities:

On behalf of the Registrar, the incumbent has the responsibility for the overall administration and running of the UNDU for detainees awaiting trial or appeal at the MICT or ICTY or any other person detained on the authority of the MICT or ICTY and to ensure the continued application and protection of their individual rights.

## In particular, the incumbent:

- performs functions and provides advice with regard to the governance/management of the complete custodial function of the UNDU, including by organizing, planning, directing, supervising a suitable management structure for the UNDU and its staff and ensuring compliance with the relevant rules, regulations and directives;
- makes recommendations and provides the Registrar with advice on custodial and policy matters, conceptualization, development and implementation of policies and procedures, including on suitable provisions and mechanisms within the legal framework for the governance of the UNDU;
- provides information in preparation of Registrar's submissions to Chambers, and reports concerning specific detained persons or UNDU operations as requested;
- represents the Registrar, and liaises/negotiates on behalf of the Registrar, in various prison management and administration matters, with other offices such as the Registry, Administration as well as with external groups including the Host State, police authorities, ministries, diplomatic missions and other private and (non-)governmental entities;
- in coordination with the Office of the Registrar, delivers briefings and participates in meetings with representatives of diplomatic missions and enforcement States;
- performs any other duties as required.

## Core Competencies:

- Professionalism - Proven senior experience with prison governance and administration. Demonstrated knowledge of international prison standards, particularly in the context of international criminal tribunals. Commitment to implementing the goal of gender equality by ensuring the equal participation and full involvement of women and men in all aspects of work. 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.
  - Planning and Organising – Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.
  - 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.
  - 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 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.
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# United Nations Mechanism for International Criminal Tribunals

## QUALIFICATIONS

### Education:

An advanced university degree in Social Sciences, Psychology or Management of Prisons or related area is required. A first level university degree in combination with 2 additional years of qualifying experience may be accepted in lieu of an advanced university degree.

### Work Experience:

Minimum of 7 years of progressively responsible experience in prison management at the national or international level in the area of custody and detention. Previous managerial experience in the area of custody and detention in international tribunals or courts is highly desirable.

### Languages:

English and French are the working languages of the Mechanism. For the post advertised, fluency in oral and written English is required. Knowledge of Bosnian/Croatian/Serbian is an advantage.

### Assessment Method:

There may be a technical test and/or 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.

### 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 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>

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