

International Residual Mechanism for Criminal Tribunals

Associate Legal Officer, P-2

DEADLINE FOR APPLICATIONS	:	05 October 2017
DATE OF ISSUANCE	:	06 September 2017
OFFICE	:	Office of the Prosecutor – OTP
LOCATION	:	Arusha
JOB OPENING NUMBER	:	17-LEG-RMT-84802-R-ARUSHA (R)

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

Organizational setting and Reporting:

The post is located in the Office of the Prosecutor (OTP) of the International Residual Mechanism for Criminal Tribunals IRMCT, Arusha Branch. The incumbent will work under the supervision of the Officer in Charge/Senior Legal Officer and the Legal Officers.

Responsibilities:

The incumbent will perform the following duties:

- Handles a range of issues related to criminal law in consultation with the Officer in Charge and/or the Senior Legal Officer and Legal Officers.
- Prepares or assists in the preparation of legal material arising from both ongoing and completed cases or in the preparation of legal documents for tracking activities. Conducts extensive legal research and analysis and prepares legal opinions and briefs on a wide range of international criminal law issues as well as studies, reports and correspondence.
- Reviews and analyzes legal documents or other material and drafts related reports for use by the OTP.
- Carries out reviews of outstanding fugitive indictments and supporting material as directed.
- Facilitates case-related inquiries for visiting prosecutors and investigators and prepares or assists in the preparation of responses to requests from national authorities. Drafts correspondence on matters related to enquiries from the general public, academic institutions, researchers and other sources.
- Supervises searches for disclosure material and reviews the identified material for the purposes of disclosure to the defence.
- Prepares advice to archivists on documents, the OTP evidence collection and case-related research enquiries.
- Assists senior colleagues in servicing diplomatic conferences, commissions, committees, task forces, expert groups and other bodies, including preparation of background materials, summaries of issues and views of delegations, meeting reports, etc.
- Attends court hearings and advocates before the IRMCT as required.
- Assists and supports the work of the ICTY Branch as required.
- Performs other functions as directed by the Officer in Charge/Senior Legal Officer and Legal Officers.

Core Competencies:

- **Professionalism:** Knowledge of, and ability to apply, legal principles, concepts and procedures for review, examination, and processing of a range of legal documents. Sound knowledge of substantive and procedural international criminal law, particularly in the context of the ICTR and/or ICTY. Knowledge of various legal research sources, including electronic/online research tools, and ability to conduct research and analyze information on a wide range of legal issues. Ability to interpret and apply legal instruments, develop and present results, recommendations, and opinions clearly and concisely. Ability to draft legal documents and work under pressure. Ability to apply good legal judgment in the context of assignments given. Experience and ability to work well in a multicultural environment. 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 and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed.
 - **Teamwork:** Works collaboratively with colleagues to achieve organizational 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.
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QUALIFICATIONS

Education:

Advanced university degree (Master's degree or equivalent) in law. Admission to practice law in a national jurisdiction is required. First-level university degree in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree. Postgraduate studies in criminal or international law would be an asset.

Work Experience:

Minimum of 2 years of progressively responsible professional legal experience, at either the national or international level, with emphasis in criminal law, international law or humanitarian law.

Languages:

Fluency in one of the working languages of the Mechanism, English or French, (both oral and written) is required; knowledge of the other would be an asset.

Assessment Method:

There may be a technical test followed by a competency-based interview.

Special Notice:

Current UN staff at the GS and FS level who meet the eligibility requirements are exceptionally permitted to apply. If selected, certain conditions will apply. All offers of appointment are subject to budgetary approval. The appointment is limited to the Mechanism for International Criminal Tribunals. ***Appointment of the successful candidate to this position will be subject to budgetary approval.** 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.

The United Nations Secretariat is committed to achieving 50/50 gender balance in its staff. Female candidates are strongly encouraged to apply for this position.

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 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.

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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>
