

United Nations Mechanism for International Criminal Tribunals

TEMPORARY JOB OPENING

LEGAL OFFICER, P4 (Duration until 30 June 2018 with possibility of extension)

DEADLINE FOR APPLICATIONS	:	18 February 2018
DATE OF ISSUANCE	:	12 February 2018
OFFICE	:	Office of the Prosecutor
LOCATION	:	Arusha
JOB OPENING NUMBER	:	2018/TJO/MICT/OTP/052-P

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

Organizational setting and Reporting:

This post is located in the Office of the Prosecutor (OTP) of the Mechanism for International Criminal Tribunals (UNMICT), Arusha Branch.

Responsibilities:

The incumbent will perform the following duties:

- Carry out a review of outstanding fugitive indictments and supporting material.
- Coordinates and directs teams of other legal officers dealing with significant issues as required, and supervises the work of junior officers generally, and on specific projects.
- Provides legal advice to the Prosecutor and OTP staff on diverse substantive and procedural legal questions which can include questions of considerable complexity and those related to policy and diplomatic matters related to the core functions of the OTP.
- Performs extensive legal research and analysis and prepares legal opinions, motions, briefs, reports and correspondence.
- Supervises/carries out case-related legal work and is responsible for the maintenance of the statistics relating to the legal work of the OTP.
- Supervises the preparation of or prepares legal documents required for tracking activities and the provision of assistance to national authorities.
- Provides legal advice to archivists on documents, the evidence collection and case-related research enquiries.
- Attends court hearings and advocates before the MICT as required.
- Services diplomatic conferences, commissions, committees, task forces, expert groups and other bodies, including the preparation of background materials, summaries of issues and views of delegations, meeting reports, etc.
- Serves on various standing boards, committees, ad hoc working groups and task forces, as required; promotes the work of the OTP and represents the organization at meetings, conferences, seminars, etc.
- Designs and reviews systems and procedures for the OTP concerning legal issues and revises/develops policy guidelines on legal matters as appropriate.
- Performs other duties as directed.

Core Competencies:

- **Professionalism** – 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. Sound knowledge of the functioning of criminal investigations and prosecutions at the national and international levels. 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. Experience and ability to work well in a multicultural environment. Ability to work to tight deadlines and to handle multiple concurrent projects. Good computer skills and ability to use relevant software applications and online legal research tools. 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:

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- **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. Provides leadership and takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work; demonstrates knowledge of strategies and commitment to the goal of gender balance in staffing.
- **Managing Performance** – Delegates the appropriate responsibility, accountability and decision-making authority; makes sure that roles, responsibilities and reporting lines are clear to each staff member; accurately judges the amount of time and resources needed to accomplish a task and matches task to skills; monitors progress against milestones and deadlines; regularly discusses performance and provides feedback and coaching to staff; encourages risk-taking and supports creativity and initiative; actively supports the development and career aspirations of staff; appraises performance fairly.

QUALIFICATIONS

Education:

Advanced university degree (Master's degree or equivalent) in law. 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.

Experience:

Minimum of 7 years of progressively responsible experience in criminal prosecution, including substantial experience at the international level. Relevant experience at the ICTR and/or ICTY is highly desirable.

Language:

English and French are the working languages of the Mechanism for International Criminal Tribunals. For the post advertised, fluency in oral and written English is required. Knowledge of a second official UN language is an advantage.

HOW TO APPLY:

- 1) Internal staff who meets the requirements are eligible to apply.
- 2) Interested candidates must complete the UN Personal History Profile (PHP) form obtainable via personal Inspira accounts (in PDF format) or the MICT website. Please submit all documents including the PHP, a Cover Letter, and the last two e-PAS's (for internal candidates) **ELECTRONICALLY AS ONE DOCUMENT** to the recruitment@un.org in-box. Please indicate the job opening number in the subject line.
- 3) Once received, a list of candidates who meet the requirements of the post will be sent to the supervisor, who will prepare a written comparative analysis of the candidates and recommend a candidate for the position.
- 4) Please note that only candidates under serious consideration will be notified of the final decision.

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.

NOTE FOR EXTERNAL CANDIDATES:

- 1) External applicants must complete the UN Personal History Profile (PHP) form obtainable from the MICT website (www.unmict.org) or from your personal Inspira account and forward electronically to the recruitment@un.org in-box. Please indicate the job opening number in the subject line.
- 2) Once received, a list of candidates who meet the requirements of the post will be sent to the supervisor, who will prepare a written comparative analysis of the candidates and recommend a staff member for the position.

SPECIAL NOTICE: The appointment is limited to the MICT. Extension of the appointment is subject to the extension of the mandate and/or the availability of funds. This is a smoke free environment.
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PLEASE NOTE THAT APPLICATIONS RECEIVED AFTER THE DEADLINE AT MIDNIGHT (THE HAGUE TIME) ON THE CLOSING DATE WILL NOT BE ACCEPTED. ONLY THE SELECTED CANDIDATE WILL BE NOTIFIED OF THE OUTCOME.
