

United Nations International Residual Mechanism for Criminal Tribunals

LEGAL ADVISOR, P4

DEADLINE FOR APPLICATIONS	:	14 September 2018
DATE OF ISSUANCE	:	16 August 2018
OFFICE	:	Office of the Prosecutor
LOCATION	:	Arusha
JOB OPENING NUMBER	:	18-LEG-RMT-102401-R-ARUSHA (R)

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 International Residual Mechanism for Criminal Tribunals (IRMCT), Arusha Branch. The incumbent will work under the direction supervision of the Prosecutor.

Responsibilities:

The incumbent will perform the following duties:

- Implements a review of outstanding fugitive indictments and supporting material, prepares an analysis and develops an action plan.
- Provides legal and factual advice and direction to investigators, and oversees development and implementation of investigative plan.
- Coordinates, directs and supervises junior legal officers generally, and on specific projects.
- Prepares and conducts interviews of witnesses.
- Provides legal advice to the Prosecutor and OTP staff on diverse substantive and procedural legal questions which can include questions of considerable complexity.
- Performs extensive legal research and analysis and prepares legal opinions, motions, briefs, reports and correspondence.
- Supervises/carries out case-related legal work.
- Prepares legal documents required for tracking activities and the provision of assistance from national authorities.
- Attends court hearings and advocates before the Mechanism as required.
- 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. Excellent knowledge of the functioning of criminal investigations and prosecutions at the national and international levels, with a particular emphasis on the investigation and prosecution of complex international crimes. Ability to apply legal expertise to analyzing a diverse range of complex issues and in developing innovative solutions. Excellent 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:

- **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;
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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 (2) 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. Membership in good standing of any Bar or law society in any national jurisdiction. Standing at an international criminal court or tribunal may be considered in lieu of Bar or law society membership.

Experience:

Minimum of 7 years of progressively responsible experience in the field of criminal law, international criminal law or international humanitarian law. Prior investigation or prosecution experience at the ICTR and/or ICTY is highly desirable.

Language:

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

Assessment Method:

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

Special Notice:

The appointment is limited to the International Residual Mechanism for 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.

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.

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.

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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 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>
