

United Nations International Residual Mechanism for Criminal Tribunals

Associate Legal Officer, P-2

DEADLINE FOR APPLICATIONS	:	09 November 2018
DATE OF ISSUANCE	:	11 October 2018
OFFICE	:	Registry/Chambers
LOCATION	:	Arusha
JOB OPENING NUMBER	:	18-LEG-RMT-105130-R-ARUSHA (R)

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

Organizational Setting and Reporting:

This position is located in the Chambers Legal Support Section of the International Residual Mechanism for Criminal Tribunals (IRMCT) Arusha Branch. The incumbent will work under the direction of the assigned Judge(s) and under the supervision of (Senior) Legal Officers. Funding for this position will be from 1 January 2019.

Responsibilities:

- Perform legal research on issues of international criminal law and procedure, international humanitarian law and human rights law, and provide specialized legal advice, both written and oral. Select and analyze relevant international and national legal materials for the preparation of judicial documents and legal memoranda;
- Draft judicial documents and prepare legal memoranda;
- Assist as necessary with administrative and other matters relating to court proceedings. Assist during meetings, participate in working groups, and produce minutes of meetings;
- Collaborate effectively with staff at all levels to achieve the goals of the Section and the Mechanism as a whole;
- Assist in the review of legal documents, instruments and other material; identify important issues, similarities and inconsistencies; and
- Perform other duties as may be assigned.

Core Competencies:

- **Professionalism** – Possesses knowledge of international criminal law and/or humanitarian law; possesses strong analytical skills and ability to conduct comprehensive legal research on a range of issues; demonstrates proficiency in legal writing and expression and ability to prepare legal memoranda, opinions, and a variety of legal instruments and related documents under pressure and within short deadlines; 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 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.

QUALIFICATIONS

Education:

Advanced university degree in law, preferably with specialization in international, criminal law and/or humanitarian law. A first level university degree in law in combination with two additional years of qualifying experience may be accepted in lieu of an advanced university degree.

Experience:

Minimum of 2 years of progressively responsible professional legal experience, at either the national or international level, with an emphasis on legal analysis, research and writing. Experience with international criminal tribunals is highly desirable.

Language:

English and French are the working languages of the International Residual Mechanism for Criminal Tribunals. For the post advertised, fluency in oral and written English is required, and working knowledge of French is highly desirable.

Assessment Method:

There may be a technical test and a competency-based interview.

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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.

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 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>
