

# UNITED NATIONS INTERNATIONAL RESIDUAL MECHANISM FOR CRIMINAL TRIBUNALS

Legal Officer, P-3

DEADLINE FOR APPLICATIONS	:	13 December 2023
DATE OF ISSUANCE	:	14 November 2023
OFFICE	:	Office of the Prosecutor
LOCATION	:	Arusha
JOB OPENING NUMBER	:	23-LEG-RMT-221689-R-ARUSHA (R)

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

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## Organizational setting and Reporting:

This position is located in the Office of the Prosecutor of the International Residual Mechanism for Criminal Tribunals, at the Arusha branch. The incumbent will work under the direct supervision of the Officer in Charge/Senior Legal Officer.

**\*Appointment of the successful candidate to this position will be subject to budgetary approval.**

## 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 Legal Officer.
- 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.
- Drafts submissions, reports, analysis and correspondence.
- Facilitates case-related inquiries for visiting prosecutors and investigators and prepares or assists in the preparation of responses to requests for assistance from national and other requesting authorities. Drafts correspondence on matters related to enquiries from the general public, academic institutions, researchers and other sources.
- Supervises searches for particular material and reviews the identified material for the purposes of disclosure to the defence or provision to requesting authorities.
- 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 Hague Branch as required.
- Performs other functions as directed by the Officer in Charge and/or Legal Officer.

## Core Competencies:

- **Professionalism:** Knowledge of the genocide and crimes committed in Rwanda. 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 criminal law or international criminal law. 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. Discretion and 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. 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. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.
  - **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
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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.

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## QUALIFICATIONS

### Education:

Advanced university degree (master's degree or equivalent) in Law.

A first level university degree in combination with two (2) additional years of qualifying experience may be accepted in lieu of an advanced university degree.

### Experience:

A minimum of five (5) years of progressively responsible professional legal experience is required.

Experience in conducting complex criminal prosecutions is desirable.

Experience working in International criminal tribunals is desirable.

### Language:

English and French are the working languages of the Mechanism. For the post advertised, fluency in oral and written English is required. Working knowledge of French is desirable.

### Assessment Method:

Evaluation of qualified candidates may include an assessment exercise which may be followed by competency-based interview.

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### **Special Notice:**

International Residual Mechanism is committed to achieving 50/50 gender balance in its staff. Female candidates are strongly encouraged to apply for this position.

Appointment or assignment against this position is for an initial period of one year. The appointment or assignment and renewal thereof are subject to the availability of the post or funds, budgetary approval or extension of the mandate.

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.

At the United Nations, the paramount consideration in the recruitment and employment of staff is the necessity of securing the highest standards of efficiency, competence and integrity, with due regard to geographic diversity. All employment decisions are made on the basis of qualifications and organizational needs. The United Nations is committed to creating a diverse and inclusive environment of mutual respect. The United Nations recruits and employs staff regardless of gender identity, sexual orientation, race, religious, cultural and ethnic backgrounds or disabilities.

### **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.

### United Nations Considerations

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# **UNITED NATIONS INTERNATIONAL RESIDUAL MECHANISM FOR CRIMINAL TRIBUNALS**

According to article 101, paragraph 3, of the Charter of the United Nations, the paramount consideration in the employment of the staff is the necessity of securing the highest standards of efficiency, competence, and integrity. Candidates will not be considered for employment with the United Nations if they have committed violations of international human rights law, violations of international humanitarian law, sexual exploitation, sexual abuse, or sexual harassment, or if there are reasonable grounds to believe that they have been involved in the commission of any of these acts. The term "sexual exploitation" means any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another. The term "sexual abuse" means the actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions. The term "sexual harassment" means any unwelcome conduct of a sexual nature that might reasonably be expected or be perceived to cause offence or humiliation, when such conduct interferes with work, is made a condition of employment or creates an intimidating, hostile or offensive work environment, and when the gravity of the conduct warrants the termination of the perpetrator's working relationship. Candidates who have committed crimes other than minor traffic offences may not be considered for employment.

Due regard will be paid to the importance of recruiting the staff on as wide a geographical basis as possible. The United Nations places 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. The United Nations Secretariat is a non-smoking environment.

Reasonable accommodation may be provided to applicants with disabilities upon request, to support their participation in the recruitment process.

The paramount consideration in the appointment, transfer, or promotion of staff shall be the necessity of securing the highest standards of efficiency, competence, and integrity. By accepting an offer of appointment, United Nations staff members are subject to the authority of the Secretary-General and assignment by him or her to any activities or offices of the United Nations in accordance with staff regulation 1.2 (c). In this context, all internationally recruited staff members shall be required to move periodically to discharge new functions within or across duty stations under conditions established by the Secretary-General.

Applicants are urged to follow carefully all instructions available in the online recruitment platform, inspira. For more detailed guidance, applicants may refer to the Manual for the Applicant, which can be accessed by clicking on "Manuals" hyper-link on the upper right side of the inspira account-holder homepage.

The evaluation of applicants will be conducted on the basis of the information submitted in the application according to the evaluation criteria of the job opening and the applicable internal legislations of the United Nations including the Charter of the United Nations, resolutions of the General Assembly, the Staff Regulations and Rules, administrative issuances and guidelines. Applicants must provide complete and accurate information pertaining to their personal profile and qualifications according to the instructions provided in inspira to be considered for the current job opening. No amendment, addition, deletion, revision or modification shall be made to applications that have been submitted. Candidates under serious consideration for selection will be subject to reference checks to verify the information provided in the application.

Job openings advertised on the Careers Portal will be removed at 11:59 p.m. (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>

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