

Advertisement



Associate Expert Programme

Associate Judicial Officer

*UN Department of Peacekeeping
Operations (DPKO) Criminal Law and
Judicial Advisory Service (CLJAS)*

Closing date 30.04.2012

Vacancy Announcement INT-014-11-P129-01-V

I General information

Title:	Associate Expert
Sector of Assignment:	Judicial Affairs
Country:	United States of America
Location (City):	New York
Agency:	United Nations Secretariat, Department of Peacekeeping Operations (DPKO) Criminal Law and Judicial Advisory Service (CLJAS)
Duration of Assignment:	Initially one year with the possibility to extend up to 3 years
Grade:	P1 step 1 or P2 step 1 in the first year, depending on the level of education and relevant working experience

Note : this post is opened in the context of the Associate Expert/Junior Professional Officer (JPO) scheme sponsored by the Government of the Netherlands and is addressed exclusively to **candidates from developing countries** – see criteria at the website of the Dutch Ministry of Foreign Affairs: <http://www.minbuza.nl/en/key-topics/development-cooperation/associate-experts-programme>. The position is for candidates with 2 to maximal 4 years of relevant working experience.

II Duties, responsibilities and Output Expectations

General: To assist the CLJAS in providing strategic, technical and administrative guidance to rule of law and corrections field components.

The Associate Judicial Officer will be responsible for supporting the Service's work through:

- Supporting the planning and organization of workshops, policy review dialogues, and other forums related to rule of law in peacekeeping;
- Assisting in the recruitment of judicial affairs staff for peacekeeping operations;
- Providing support for the preparation of code cables, reports, training materials, project proposals and budgets, and other mission-related documents;
- Assist in facilitating the DPKO rule of law community of practice network;
- Assist in the delivery of training programmes;
- Responding to requests and assisting with backstopping support to justice components of peacekeeping missions;
- Representing the Service, attending United Nations inter-governmental meetings and making presentations on rule of law issues in peacekeeping as and when required;
- Undertaking research and analysis on legal and judicial reform issues to inform the development of lessons learned studies, policy and guidance; and
- Providing other basic operational and administrative support to the Service, as needed.

III Training component: Learning elements and expectations

Learning and Training will be taking place under the supervision and guidance of the

supervisor, through "on the job" training and through Duty Training Funds.
 After the assignment, the Associate Expert in Rule of Law will be able to:

- Research and analyze rule of law issues, practices, doctrine and standards in the context of peacekeeping;
- Formulate policy and guidance materials based on UN DPKO standards;
- Write reports of various types and input into official documentation of peacekeeping operations according to United Nations standards;
- Draft project proposals and budgets;
- Publicly present the key issues for rule of law in peacekeeping and monitor developments in rule of law programming and practices in conflict and post-conflict environments;
- Formulate staffing justifications and job descriptions and identify qualified judicial affairs staff for field operations;
- Maintain knowledge networks and demonstrate skills in information management and dissemination.

IV Supervision

Direct Supervision by: Judicial Officer, Criminal Law and Judicial Advisory Service

Content and methodology of supervision: Elaboration of work plan, including objectives, activities and outputs. On-going review and appraisal of staff performance based on agreed work plan.

V Required Qualifications and Experience

Education:

Advanced university degree in law, criminal justice or related field. A first-level university degree in law in combination with other relevant academic qualifications and/or relevant experience may be accepted in lieu of the advanced university degree. A post-graduate degree in international law is desirable.

Working experience :

A minimum of 2 to maximum of 4 years relevant working experience in legal, human rights and/or criminal justice field is required. Experience working to develop rule of law institutions in a developmental, transitional or post-conflict setting or time spent working in a post-conflict environment, in the United Nations system, in particular in a United Nations peace operation, is an asset.

Languages:

English and French are the working languages of the United Nations Secretariat. For the post advertised, fluency in oral and written English is required. Fluency in French is highly desirable, as French is the working language of several United Nations Peace Operations. Knowledge of another official United Nations language is an advantage.

UN Competencies:

Professionalism: Demonstrated in-depth understanding of judicial and legal systems issues and knowledge of criminal law and relevant international human rights standards; commitment to implementing the goal of gender equality by ensuring the equal participation and full involvement of women and men in all aspects of peace operations.

Planning and Organizing: Demonstrated ability to establish priorities and to plan, coordinate and monitor own work plan.

Communication: Proven and sustained communication (verbal and written) skills, including ability to prepare reports and conduct presentations by clearly formulating positions on issues, articulating options concisely conveying maximum necessary information, making and defending recommendations.

Teamwork: Proven interpersonal skills and the ability to listen and work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.

VI Background information on Agency/Department/Section

The Criminal Law and Judicial Advisory Service (CLJAS)

Established in 2003, the Criminal Law and Judicial Advisory Service (CLJAS) as part of the *UN Department of Peacekeeping Operations (DPKO)* is composed of specialists in law, judicial capacity-building and prisons and corrections institutions. There are approximately 200 judicial affairs officers and more than 300 corrections officers working in DPKO and DPA lead missions. They are supported by 20 staff members, including the Justice and Corrections Standing Capacity, inside the Criminal Law and Judicial Advisory Service in the Office of Rule of Law and Security Institutions at UNHQ.

CLJAS provides strategic, technical and administrative guidance to rule of law and corrections field components and facilitates the secondment of Government provided justice and corrections personnel. It works closely with United Nations Member States to help ensure that Security Council resolutions, Secretary-General reports and other official documents accurately and adequately reflect the work and needs of justice and corrections systems in peacekeeping host countries. CLJAS liaises with Member States to raise awareness of and support for the justice and corrections work carried out by peacekeeping operations and develops and delivers specialized training programmes for Judicial Affairs Officers and Corrections Officers and methodological tools such as the United Nations Rule of Law Indicators and guidelines on assessments. The Service is responsible for producing policies and guidance materials on the functions and responsibilities of justice components and corrections components in peacekeeping operations and coordinates with other United Nations and non-United Nations entities and interagency mechanisms, including the United Nations Rule of Law Coordination and Resource Group. CLJAS publishes annual updates on the work, lessons learned and best practices of justice and corrections.

More information online <http://www.un.org/en/peacekeeping/about/dpko/>

VIII How to apply

Candidates who would like to apply should do so by e-mail only at tcrecruit@un.org. Applications must be received **no later than 30. April 2012**. Please indicate **the VA Number** in the subject heading of your e-mail. Applicants will receive a confirmation of receipt. Applications received after this date will not be considered. Only shortlisted candidates will be contacted.

Applications must include a letter of motivation and the United Nations Personal History Statement.

This form can be downloaded from <http://esa.un.org/techcoop/associateexperts/index.html>.

Should you encounter any difficulties in downloading the Personal History Statement, you may contact tcrecruit@un.org.