

<h1>Vacancy announcement</h1>		
UN JPO Programme		
<h2><i>JPO in Human Rights</i></h2>		
<p><i>United Nations Secretariat, Office of the High Commissioner for Human Rights (OHCHR), Thematic Engagement, Special Procedures and Right to Development Division, Special Procedures Branch</i></p>		<p><b>Closing date</b> <b>24 February 2019,</b> <b>6pm EST</b></p>
<b><u>Vacancy Announcement 18P117</u></b>		
<b>I General information</b>		
<b>Title:</b>	JPO in Human Rights	
<b>Sector of Assignment:</b>	Human Rights	
<b>Country:</b>	Switzerland	
<b>Location (City):</b>	Geneva	
<b>Agency:</b>	United Nations Secretariat, Office of the High Commissioner for Human Rights, Thematic Engagement, Special Procedures and Right to Development Division, Special Procedures Branch	
<b>Duration of Assignment:</b>	Initially one year with the possibility to extend up to 3 years	
<b>Grade:</b>	P1 step 1 or P2 step 1 in the first year, depending on the level of education and relevant working experience	
<p><b>Note:</b> This post is opened in the context of the Junior Professional Officer (JPO) scheme sponsored by the Government of the Netherlands and is addressed <b>exclusively to candidates from developing Countries (i.e. least developed countries)</b>.</p> <p>Candidates <b><u>MUST BE NATIONALS OF DEVELOPING COUNTRIES THAT APPEAR ON THE LIST OF THE FOLLOWING ELIGIBLE COUNTRIES FOR THE DUTCH JPO PROGRAMME:</u></b>  <a href="http://www.nedworcfoundation.nl/pdf/List%20of%20eligible%20countries%20%20November%202018.pdf">http://www.nedworcfoundation.nl/pdf/List%20of%20eligible%20countries%20%20November%202018.pdf</a>  For general information on the Dutch JPO Programme and additional conditions see the website of the Dutch Nedworc Foundation:  <a href="http://www.nedworcfoundation.nl/NL/JPO/General%20Information.htm">http://www.nedworcfoundation.nl/NL/JPO/General%20Information.htm</a></p> <p><b>Please read the criteria and FAQ section carefully before applying.</b></p>		
<b>II Duties, responsibilities and Output Expectations</b>		
<b>General:</b> To support the work of OHCHR's Special Procedures Branch		
Under the general supervision of the Chief of the Special Procedures Branch and the direct supervision of the Coordinator of the EDPU, the incumbent will assist in:		

Contributing to the mandate of the Working Group on discrimination against women in law and in practice, principally by:

- researching a broad range of issues relating to discrimination against women in law and in practice, including constitutional provisions, legislation, administrative regulations, policies, and practices, and prepare analytical briefs for the Working Groups review and decisions on follow-up actions;
- drafting of a wide range of documents, notably correspondence with Governments, in follow-up to information submitted to the Working Group from individuals, groups, and other stakeholders, on discrimination against women in law and in practice, as well as briefing notes to assist the Working Group to participate in key events and media releases;
- preparing country visits of the Working Group, most notably, timely preparation of comprehensive
- country-assessments, designing the programme of the visit with all parties involved, handling logistics related to interpretation, budget and transport as per UN rules and regulations and accompany the Special Rapporteur as required;
- assist in the organization of the Working Group's three annual sessions including preparation of the agenda, background document for the members; identification of external partners for participation in the sessions and any other tasks relate to the preparation and conduct of the sessions;
- assist in the organization of consultations and other expert meetings to inform the Working Group's thematic research;
- ensure that routine correspondence is tracked and responded to as well as maintenance of the Working Group's outreach tools, most notably its webpage;
- Other tasks as required by her/his supervisors in order to ensure comprehensive and effective support of the mandate of the Working Group and participate in activities carried out by the Branch and Office as a whole.

### **III Training component: Learning elements and expectations**

On completion of the assignment, the JPO will have/be able to:

- Contribute a thematic special procedure mandate of the Human Rights Council.
- researching, analysing and preparing outputs on issues relating to discrimination against women in law and in practice;
- Draft formal communications, notably with Governments, inter-governmental and non-governmental organisations or with individuals, in relation to a special procedure mandate.
- Prepare country visits and draft country visits reports
- Design advocacy and awareness raising activities related to women's rights;
- Explain to a wide range of stakeholders what the special procedures mechanisms are and more specifically the work of the mandate of the Working Group on discrimination against women in law and practice.

The JPO training programme includes the following learning elements:

- Possibility to participate in the orientation programme for Junior Professional Officers in Turin scheduled to take place in September 2019.
- Possibility to participate in the Organization's learning and development programmes for staff at all levels. Programmes are aimed at developing core values, core and managerial competencies and promoting a shared organizational culture and values.
- The JPO position includes a Duty travel and training allowance (DTTA) of \$4000 per year which may be used for learning activities related to the assignment and career development.

## IV Supervision

### Title of supervisor:

Coordinator, Equality, Non-Discrimination and Participation Unit (EDPU), Special Procedures Branch

### Content and methodology of supervision:

The incumbent will be under the general supervision of the Chief of the Special Procedures Branch and under the direct supervision of the Coordinator of the EDP Unit and the Secretary of the Working Group on discrimination against women in law and in practice, in support of the mandate of the Working Group on discrimination against women in law and in practice. Regular periodic information performance will take place as needed. In addition to that, the incumbent will be requested to prepare a personal work plan under the United Nations Performance Appraisal System (PAS), the purpose of which is to encourage a higher level of involvement and staff participation in the planning, delivery and evaluation of work. The PAS evaluation procedure encompasses a detailed work plan, as well as the ongoing evaluation that includes mid-year and end-of-the-year reviews.

## V Required Qualifications and Experience

### Education:

Advanced university degree in international law, international human rights law, or political science.

Part of the candidates' academic training **must have taken place in a developing country** that appears on the following list of eligible countries of the Dutch JPO Programme.

<http://www.nedworcfoundation.nl/pdf/List%20of%20eligible%20countries%20%20November%202018.pdf>

### Working experience (incl. internships (50%) and volunteering (50%):

Two years minimum to maximum four years of progressively responsible work experience in human rights.

### Languages:

Fluency and excellent drafting skills in English is required; good knowledge of French is highly desirable; and good knowledge of another UN official language is an asset.

### UN competencies:

**PROFESSIONALISM:** good knowledge of human rights and awareness of issues related to women's rights. Knowledge of institutional mandates, policies, procedures and guidelines related to human rights, in particular Special Procedures of the Human Rights Council. Excellent analytical and research skills, keen attention to detail, and accuracy and thoroughness of output. Strong analytical, research and drafting skills. Ability to address logistical and politically sensitive matters, with regard to country missions. Ability to support and advise independent experts. Ability to incorporate gender perspectives in all areas of work.

**COMMUNICATION:** Strong communication skills, including the ability to produce a variety of written reports in a clear, concise style, and to deliver presentations to external audiences as necessary. Demonstrated openness in sharing information and keeping people informed.

**TEAMWORK:** Ability to work in a multi-cultural, multi-ethnic environment with respect for diversity. Ability to work jointly with other staff in sharing the support for multiple mandates when needed.

**PLANNING AND ORGANIZING:** Ability to establish priorities and to plan work assignments, respond to competing demands and work under pressure of frequent and tight deadlines.

## **VI Background information on Agency/Department/Section**

### Office of the United Nations High Commissioner for Human Rights (OHCHR)

The mission of the Office of the United Nations High Commissioner for Human Rights is to ensure the universal enjoyment of all human rights by giving practical effect to the will and resolve of the world community as expressed by the United Nations.

### Mandate of OHCHR

The mandate of the Office of the United Nations High Commissioner for Human Rights derives from Articles 1.13. and 55 of the Charter of the United Nations, the Vienna Declaration and Programme of Action, adopted by the World Conference on Human Rights, held at Vienna from 14 to 25 June 1993, and subsequently endorsed by the General Assembly in its resolution 48/141, also of 20 December 1993, by which the Assembly established the post of United Nations High Commissioner for Human Rights.

The Human Rights Council assumed and extended the mandates of a number of special procedures, independent experts that assist the Council with its review of the human rights situation in a given country or thematic area. The Council also established a number of new special procedures mechanisms. The Special Procedures Branch of OHCHR provides substantive and administrative support to 43 thematic mandates, as well as general support to the overall system.

Thematic special procedures of the Human Rights Council carry out their functions through the preparation of thematic studies, handling of communications alleging violations of the relevant human rights, and conduct of in-situ visits to review the situation in a specific country, as well as general advocacy and awareness-raising. The mandate holders are individual experts, operating individually or collegially (so called Working Groups), serving in their personal capacity and without remuneration; their work on the relevant mandates is supported by the staff of the Office of the High Commissioner on Human Rights and their ability to fulfill their mandates relies heavily on the capacity of the Office to provide appropriate support to their activities.

The Equality, Non-Discrimination and Participation Unit, is one of the functional units of the Special Procedures Branch, which provide support to eight special procedures mandates, namely the Special Rapporteur on violence against women, its causes and consequences; the Special Rapporteur on trafficking in persons, especially women and children; the Special Rapporteur on racism, racial discrimination, xenophobia and related intolerance; the Special Rapporteur on the rights to freedom of assembly and association; the Special Rapporteur on the right to development, the Independent Expert on a democratic and equitable international order; the Independent Expert on international solidarity and human rights and the Working Group on discrimination against women in law and in practice.

The Working Group on Discrimination against women in law and in practice was established by the Human Rights Council through resolution 15/23 for a period of three years and has been renewed since then.

The main tasks, which define the mandate, are:

- To develop a dialogue with States, the relevant United Nations entities, national human rights institutions, experts on different legal systems, and civil society organizations to identify, promote and exchange views on best practices related to the elimination of laws that discriminate against women or are discriminatory to women in terms of implementation or impact and, in that regard, to prepare a compendium of best practices;
- To undertake a study, in cooperation with and reflecting the views of States and relevant United Nations entities, national human rights institutions and civil society organizations, on the ways and

means in which the working group can cooperate with States to fulfil their commitments to eliminate discrimination against women in law and in practice;

- To make recommendations on the improvement of legislation and the implementation of the law, to contribute to the realization of the Millennium Development Goals, in particular goal 3 on the promotion of gender equality and the empowerment of women;
- To work in close coordination, in the context of the fulfilment of its mandate, with other special procedures and subsidiary organs of the Council, relevant United Nations entities, including the Commission on the Status of Women and UN Women and, in particular, the Committee on the Elimination of Discrimination against Women and other treaty bodies, within their respective mandates, with a view to avoiding unnecessary duplication;
- To take into account the views of other stakeholders, including relevant regional human rights mechanisms, national human rights institutions and civil society organizations;
- To submit an annual report to the Council, starting at its twentieth session, on the issue of discrimination against women in law and in practice, and on good practices in eliminating such discrimination, drawing upon the findings of the United Nations human rights machinery and the broader United Nations system.

The current membership of the Working Group is almost all new as four members out of five started their functions in November 2017.

## **VII How to apply**

Applicants should submit their application electronically directly to the Organization.

Candidates who would like to apply should do so **online** via <https://www.un.org/development/desa/jpo/jpo-vacancies/>

Applications must be received no later than **24 February 2019, 6pm (Eastern Time UTC-5, New York USA)**. Applications received after this date will not be considered. Applicants will receive a confirmation of receipt.

**Only short-listed candidates will be contacted thereafter.**

Evaluation of qualified candidates may include a written assessment exercise followed by competency-based interviews.