

Vacancy announcement		
UN JPO Programme		
<i>JPO in Human Rights</i>		
<i>United Nations Secretariat, Office of the United Nations High Commissioner for Human Rights (OHCHR), Intergovernmental and Outreach Section</i>		Closing Date 14 August 2017
<u>Vacancy Announcement INT-171-17-P037</u>		
I General information		
Title:	JPO in Human Rights	
Sector of Assignment:	Human Rights	
Country:	USA	
Location (City):	New York	
Agency:	United Nations Secretariat, Office of the United Nations High Commissioner for Human Rights (OHCHR), Intergovernmental and Outreach Section	
Duration of Assignment:	Initially a one year fixed-term appointment, with the possibility to extend up to 3 years	
Grade:	P2 step 1 in the first year	
<p>Note: This position is open in the context of the Junior Professional Officer (JPO) scheme sponsored by the Government of the Netherlands and is addressed exclusively to candidates with the Dutch nationality. Candidates MUST HAVE THE DUTCH NATIONALITY TO APPLY.</p> <p>For general information on the Dutch JPO Programme please visit the website of the Nedworc Foundation: http://www.nedworcfoundation.nl/Index.htm?hoofdpath=/NL/JPO/General%20Information.htm&hoofdhash</p> <p>Please read the criteria and FAQ section carefully before applying.</p>		
II Duties, responsibilities and Output Expectations		
General		
The objective of this JPO post is to support the work of OHCHR's Intergovernmental and Outreach Section in engagement in New York on peace and security, development and intergovernmental as well as civil society engagement and partnership, policy development and human rights.		
Under the overall supervision of the Chief of the Section, the Junior Human Rights Officer will be responsible for the following duties:		

- Contributes to the integration of human rights in UN mechanisms and processes in intergovernmental bodies;
- Contributes to OHCHR strategic engagement with United Nations inter-departmental and inter-agency processes and mechanisms with a particular focus on ensuring better exchange and institutional cooperation OHCHR/New York Office and Geneva as well as field presences;
- Contribute to OHCHR/NYO outreach and partnership strategies of country and civil society engagement;
- Seeks to ensure integration of human rights, including gender perspectives and attention to specific women/girl's rights issues, within New York-based intergovernmental processes and mechanisms relevant to civil society and partnership;
- Represents OHCHR at working-level meetings with inter-governmental and inter-departmental/inter-agency counterparts;
- Keeps abreast of developments in the UN intergovernmental bodies and processes relevant to human rights;
- Performs other related duties as required.

III Training component: Learning elements and expectations

On completion of the assignment, the JPO will:

- Be able to engage effectively and strategically with inter-departmental and inter-agency processes to further human rights in a politically-sensitive working environment;
- Have a first-hand practical knowledge of the United Nations system, including internal Secretariat processes, in the area of human rights;
- Be able to draft a range of documents (reports, briefing notes, talking points) for UN purposes;
- Develop a detailed understanding of the nexus between human rights, peace and security and development processes and the practical application of theories about human rights into outreach engagement and partnership activities.

The JPO Programme includes the following learning elements:

- On-arrival briefing in New York, USA
- Possibility to participate in an orientation programme for Junior Professional Officers at United Nations System Staff College
- 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:

Chief, Intergovernmental and Outreach Section

Content and methodology of supervision

Establishment of a Work Plan: During the first month of the assignment, the JPO will work jointly with his/her direct supervisor to finalize an agreed upon work plan. The final work plan will be discussed and mutually agreed to by the JPO and his/her supervisor.

Evaluation: The United Nations Performance Evaluation System (e-performance) will serve as a primary platform to evaluate the JPO's performance. In addition, there will be regular supervisory meetings between the supervisor and the staff member as well as regular team meetings to coordinate assignments and manage workload.

V Required Qualifications and Experience

Education:

An advanced university degree (Master's degree or equivalent) in law, political science, international relations, human rights or related field.

Working experience:

Minimum 2 to maximum 4 years of relevant working experience in human rights, political affairs, international relations, law or related area is required. Field experience in human rights functions or experience with monitoring and reporting on human rights situations is desirable. Internships and voluntary work may be considered at 50% if deemed relevant.

Languages:

English and French are the working languages of the United Nations Secretariat. For the position advertised, fluency in English (both oral and written) is required. Knowledge of another UN official language is desirable.

Key competencies:

Professionalism: Knowledge of a wide range of human rights issues; ability to identify related problems, e.g. political, ethnic, racial, gender and socio-economic related areas. Ability to include approaches and techniques to address sensitive problems and implement outreach initiatives. Research and analytical skills, including ability to evaluate and integrate information from a variety of sources and assess the impact on the integration of human rights in UN processes and intergovernmental bodies. 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. 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 communication; Tailors language, tone, style and format to match 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.

VI Background information on Agency/Department/Section

This post is found in the Intergovernmental and Outreach Section within the New York Office of the Office of the United Nations High Commissioner for Human Rights (OHCHR/NYO). The New York Office, headed by the Assistant Secretary-General for Human Rights, consists of six substantive sections covering country situations; peace and security; support to peace missions; rule of law and counter-terrorism; sustainable development; and equality and non-discrimination, including gender, non-discrimination and engagement with intergovernmental bodies and civil society outreach and partnership.

The Intergovernmental and Outreach Section covers OHCHR's strategic engagement in New York on peace and security, development and intergovernmental as well as civil society engagement and partnership, policy development and human rights.

VII How to apply

Candidates who would like to apply should do so by e-mail only, indicating the Number of the Vacancy announcement in the subject heading of the e-mail to tcrecruit@un.org

Applications must include a letter of motivation and the [United Nations Personal History Statement](#).

This form can be downloaded from <https://www.un.org/development/desa/jpo/jpo-vacancies/>

Please do NOT attach any other documents to your application.

Applications must be received no later than COB **14 August 2017**.

Applications received after this date will not be considered. Applicants will receive a confirmation of receipt.

Only short-listed candidates will be contacted thereafter for further assessment.

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