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## JOB OPENING

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Functional Title & Level:	<b>Rule of Law Officer (NO-C)</b>
Org. Unit	<b>Model Jurisdiction, Political/Rule of Law</b>
Duty Station:	<b>Port-au-Prince</b>
Posting Period:	<b>6-12 September 2017</b>
Job Opening Number:	<b>MINUJUSTH-GJO-2017-029</b>

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### Special Notice

The purpose of this job opening is to generate a roster of qualified and available candidates to fill anticipated job openings for the **Rule of Law Officer (NO-C)** positions. Candidates who are successful in the assessment process will be placed on the roster. The selected candidate will be **EXPECTED TO COMMENCE WORK ON 16 OCTOBER 2017**. Candidates who are not successful during the assessment will not be placed on the roster. They will be notified at a later stage. Placement on the roster does not guarantee selection.

The United Nations Secretariat is committed to achieving 50/50 gender balance in its staff. Female candidates are strongly encouraged to apply. Staff members are subject to the authority of the Secretary-General and to assignment by him or her. In this context, all staff are expected to move periodically to new functions in their careers in accordance with established rules and procedures.

**All interested candidates should submit ONLY their Personal History Profile (PHP)** via email at [minujsth-recruitment@un.org](mailto:minujsth-recruitment@un.org). Blank PHP and supplementary sheets are available at the MINUSTAH Bulletin Board and at the MINUSTAH website <https://minustah.unmissions.org/offres-demploi>.

**Important:** Functional title and job opening number MUST be indicated in the subject of your e-mail application in order to be considered for review.

### Organizational Setting and Reporting

These positions are located in United Nations Mission for Justice Support in Haiti, (MINUJUSTH). The United Nations' Security Council adopted resolution 2350 (2017) deciding the creation of MINUJUSTH which is mandated to assist the Government of Haiti to strengthen rule of law institutions in Haiti; further support and develop the Haitian National Police; and engage in human rights monitoring, reporting, and analysis among others.

The **Rule of Law Officer (NO-C)** typically reports to the Senior Rule of Law Officer or Chief of Unit, Model Jurisdiction, Political/Rule of Law.

## **Responsibilities**

Within delegated authority, the Rule of Law Officer will be responsible for the following duties:

- The incumbent will maintain a strong interaction with interlocutors in the government, United Nations Country Team and civil society institutions.
- Coordinate in implementing key components for a policy framework related to the rule of law and strengthening of the criminal justice system and related institutions in Host country, while implementing and advising on the legal framework institutional reform of the judiciary, prosecution service and law enforcement agencies and legal representations or aid.
- Provides policy and operational advice to Senior/Chief Rule of Law, assists in programming related activities at the national level and handles a wider range of multi-disciplinary, complex and often sensitive and/or conflicting matters involving issues pertaining to criminal justice policy, national security policy, reform of the security sector and reform of the judicial system and related institutions.
- Provides innovative technical advice and assistance to local commissions and other stake holders within the international community located in Host country to ensure cohesive and coordinated programme delivery.
- Contributes to the development of the rule of law strategic plan and policymaking framework in the context of the mission's mandate and assist in the day-to-day coordination of key activities with other mission components (e.g. corrections, human rights, political affairs, policy, gender, child protection, etc.) and UN entities.
- Assist in conducting programme activities in areas of concentration (e.g. gender justice, juvenile justice etc.) to include advising and mentoring national counterparts, facilitating and organizing workshops and consultations, supporting national criminal justice system organization, training of national actors and/or monitoring of the court and legal system, including field offices, if required.
- Advises on and prepares complex legal research and analysis and outputs, such as work unit reports and assessments, policy documents and guidelines, briefings, etc.
- Participates in legislative reviews and drafts commentaries and other relevant documents.
- Represents the mission and serves on various standing boards and committees, as required.
- Supports and participates in national level coordination, planning and/or reform processes and donor coordination, to include supporting the completion of major reviews of the justice sector and the development of long-term national strategic plans.
- Provides training to junior staff under her/his supervision.
- Ensures effective knowledge management and information sharing, including developing a culture of respect for, and inclusion of, local actors in all judicial and legal system initiatives.
- Assist in identifying, establishing and maintaining contacts and partnerships with other actors (national and international) in assigned areas of responsibility with a view to pursuing work programme objectives and ensuring participation in and effective integration of ideas in the planning and implementation of judicial affairs activities.
- Performs programmatic and administrative tasks necessary for the functioning of work unit, including contributing to the preparation of budgets, reporting on performance and

results, managing and evaluating staff performance, job interviewing and evaluation of candidates.

- Performs other related duties as required.

## Competencies

- **Professionalism:** Ability to identify and analyze political, ethnic, racial, rule of law, social and economic problems that cause civil unrest in a country or geographic area. 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 other informed.
- **Planning and Organizing:** Develops clear goals that are consistent with agreed strategies; Identifies priority activities and assignments; adjusts priorities as required; Allocates appropriate amount of time and resources for completing work; Foresees risks and allows for contingencies when planning; Monitors and adjusts plans and actions as necessary; Uses time efficiently.

## Education

An advanced university degree (Master's degree or equivalent) in law is required. A first-level university degree in any field, with a bar qualification or equivalent, in combination with two additional years of relevant legal experience may be accepted in lieu of an advanced university degree. A first-level university degree in law, in combination with two additional years of relevant academic qualifications and/or additional legal experience in the field of rule of law assistance, may be accepted in lieu of an advanced university degree.

## Work Experience

A minimum of five years of progressively responsible professional experience in implementing law reforms and overseeing the implementation of national policies and plans in rule of law and security matters. Experience as a practicing lawyer, prosecutor, judge, legal academic, legal consultant, or adviser in the field of justice is required; this must include a minimum of one year of experience providing technical assistance for the development or reform of legal and judicial institutions in a transitional, developmental or post-conflict setting. Management experience is desirable. UN field experience, especially in a peacekeeping operation, is desirable.

## **Languages**

English and French are the working languages of the United Nations Secretariat. For the position(s) advertised, fluency in oral and written English or French is required. Knowledge of the other is desirable.

## **Assessment**

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