

**TEMPORARY VACANCY ANNOUNCEMENT**

<b>P-2</b>	<b>Associate Legal Officer</b>
TVA Grade Level	Functional Title
<b>UN-ICTY</b>	
Department/Office/Division	
<b>Jurist</b>	
Occupational Group (See list on last page)	
Open to (Current Grade of Applicant)	<b>23 January 2012</b> Deadline (DD/MM/YYYY)

Service/Section:	<b>Registry/OLAD</b>	Estimate Start Date:	<b>15 March 2012</b>
Duty Station:	<b>The Hague</b>	Possibility of Extension?	<b>YES <input type="checkbox"/> NO <input checked="" type="checkbox"/></b>
Duration:	<b>Until 31 Dec 2012</b>	Open to External Candidates?	<b>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></b>

**DUTIES AND RESPONSIBILITIES**

- Advise and assist the Head and Deputy Head of Office of Legal Aid and Detention Matters (OLAD) on legal and operational matters relating to the management of the ICTY legal aid system, amicus curiae appointment and remuneration and detention matters involving legal issues.
- Advise and assist on the implementation and drafting of OLAD relevant Policies, Rules and Directives relating in particular to the assignment of counsel and related matters, legal aid and detention matters.
- Draft legal submissions to the Trial Chamber, Registrar’s decisions, correspondence to defence counsel, internal memoranda and other documents as required by the Head and Deputy Head of OLAD.
- Apply Registry’s payment policies and advise on amendments to the policies when necessary to address unforeseen scenarios and/or insufficiencies.
- Provide legal advice to the Registry’s Financial Investigator concerning an accused’ eligibility for legal aid and on financial misconduct investigations; draft decisions concerning an accused’s eligibility for legal aid.
- Organize and attend meetings with defence counsel and detainees on behalf of the Registrar concerning the implementation of the legal aid system and detention matters.
- Act as focal point for the issues related to the Association of Defence Counsel.
- Assist with the drafting and monitoring of OLAD budget and related reports to the auditors and GA budgetary division.

**COMPETENCIES**

Professionalism – Knowledge of, and ability to apply, legal principles, concepts and procedures and terminology for review, examination, and processing of a range of legal documents; familiarity with and experience in the use or varied research sources, including electronic sources; analytical skills as demonstrated through research and analysis of a range of legal issues and interpretation and application of international legislative instruments, excellent legal drafting skills and proven ability to draft well under pressure; litigation and negotiation skills desirable; demonstrated ability to apply good legal judgement in the context of assignments given. Commitment to implementing the goal of gender equality by ensuring the equal participation and full involvement of women and men in all aspects of work. 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.

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 the audience; demonstrates openness in sharing information and keeping

people informed.

**Planning and Organising** – 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.

**Accountability** – Takes ownership of all responsibilities and honours commitments; delivers outputs for which one has responsibility within prescribed time, cost and quality standards; operates in compliance with organisational regulations and rules; supports subordinates, provides oversight and takes responsibility for delegated assignments; takes personal responsibility for his/her own shortcomings and those of the work unit, where applicable.

**Client Orientation** – Considers all those to whom services are provided to be “clients” and seeks to see things from clients’ point of view; establishes and maintains productive partnerships with clients by gaining their trust and respect; identifies clients’ needs and matches them to appropriate solutions; monitors ongoing developments inside and outside the clients’ environment to keep informed and anticipate problems; keeps clients’ informed of progress or setbacks in projects; meets timeline for delivery of products or services to client.

***For Managerial Positions:***

***QUALIFICATIONS***

**Experience:** Minimum of 2 years of progressively responsible legal experience in international law, criminal law, humanitarian law and/or human rights. Experience in working within an international setting desirable.

**Education:** Advanced university degree in law, preferably with specialization in criminal law or international law. A first level university degree in combination with qualifying experience may be accepted in lieu of an advanced university degree.

**Languages:** English and French are the working languages of the Tribunal. For the post advertised, fluency in oral and written English is required. Knowledge of a second official UN language is an advantage.

**Assessment Method:** There may be a technical test and competency-based interview.

**Special Notice:** The appointment is limited to ICTY. 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.

**No Fee: THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, TRAINING OR ANY OTHER FEES). THE UNITED NATIONS DOES NOT CONCERN ITSELF WITH INFORMATION ON BANK ACCOUNTS.**

**United Nations Considerations:** The United Nations shall place 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. (Charter of the United Nations - Chapter 3, article 8). The United Nations Secretariat is a non-smoking environment.

**ADDITIONAL COMMENTS**

Please specify in the subject line of the email the vacancy announcement number (reference number.)

**DOCUMENTS REQUIRED:**

- Cover Letter**  
 **PHP**  
 **Signed PAS**      **Periods:**  
 **Others:**

**ALL SUBMISSIONS TO BE SENT TO:**

Contact Name: Ruth-Anne Young

Email Address: recruitment@icty.org

Copy (cc):

Email Address:

**Please choose from this list of Occupational groups:**

Administration	Logistics
Civil Affairs	Management and Programme Analysis
Civilian Police	Medical
Conference Services	Ombudsman
Drug Control and Crime Prevention	Political Affairs
Economic Affairs	Population Affairs
Electoral Affairs	Procurement
Engineering	Production Service and Transport Work
Finance	Programme Management
Human Resources	Public Administration
Human Rights	Public Information
Humanitarian Affairs	Science and Technology
Information Management	Security
Information Systems and Technology	Social Affairs
Internship	Social Sciences
Jurists	Statistics
Legal Affairs	

**Note:**

While this temporary assignment will provide the successful applicant with an ideal opportunity to gain new work experience, the selection for this position is for a limited period and has no bearing on the future incumbency of the post.

Internal candidates for this purpose are defined as staff members who have been endorsed by the Central Review Body and selected by the Head of Department following a competitive examination. External applicants may be considered when it is not possible to identify suitable internal candidates of the same department/office.