



# *International Criminal Tribunal for the former Yugoslavia*

Head of Chambers, D-1

DEADLINE FOR APPLICATIONS	:	5 November 2015
DATE OF ISSUANCE	:	6 October 2015
OFFICE	:	Registry/Chambers
JOB OPENING NUMBER	:	15-LEG-ICTY-49308-R-THE HAGUE ( R)

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United Nations Core Values: Integrity, Professionalism, Respect for Diversity

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## Organizational setting and Reporting:

This position is located in the Chambers Legal Support Section, Registry, under the direction of the Registrar.

## Responsibilities:

### A. Acting as principal legal adviser to Chambers:

- providing upon request, primarily from the President, guidance and direction on the most complex and sensitive of legal issues and taking responsibility for directly supervising such matters where necessary;
- taking an active part in the Rules Committee Secretariat;
- leading the drafting teams in selected appeals.

### B. Management of Chambers:

- efficient management of Chambers in respect of the completion strategy, including implementation of transition to the team-based approach;
- ensuring the effective use of budgeted resources to meet Chambers requirements;
- providing managerial and administrative support to the judges and support staff;
- identifying specific expertise and sharing best practices of each chamber at all phases of the judicial process;
- effectively sharing information and maximizing co-operation within Chambers;
- developing ways of effectively communicating across Chambers recent developments in the Tribunal's jurisprudence as well as research work in order to improve efficiency and prevent duplication;
- representing Chambers' legal support in the recruitment process.

### C. Supervision of Chambers Staff:

- ensuring an objective approach to staff performance appraisal in which Chambers are engaged;
- providing guidance and support to Senior Legal Officers;
- participating in the joint staff/management review for the various e-Performance cycles.

### D. Institutional Co-ordination and Co-operation:

- representing Chambers' legal support within the Tribunal;
- facilitating participation of Judges and Chamber's staff in events organized by Outreach aimed at strengthening of competent national systems in the Region.

## Core Competencies:

- **Professionalism** – 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. Strong organizational, drafting, and interpersonal skills; proven ability to conduct comprehensive legal analysis; proven ability to work well under pressure and meet strict guidelines; knowledge of the UN system essential; knowledge of international criminal justice systems highly desirable. Basic computer skills essential.
  - **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.
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## MANAGERIAL COMPETENCIES

- **Leadership** – Serves as a role model that other people want to follow; empowers others to translate vision into results; is proactive in developing strategies to accomplish objectives; establishes and maintains relationships with a broad range of people to understand needs and gain support; anticipates and resolves conflicts by pursuing mutually agreeable solutions; drives for change and improvement; does not accept the status quo; shows the courage to take unpopular stands. Provides leadership and takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work; demonstrates knowledge of strategies and commitment to the goal of gender balance in staffing.
- **Judgement/Decision-making** – Identifies the key issues in a complex situation, and comes to the heart of the problem quickly; gathers relevant information before making a decision; considers positive and negative impacts of decisions prior to making them; takes decisions with an eye to the impact on others and on the Organisation; proposes a course of action or makes a recommendation based on all available information; checks assumptions against facts; determines that the actions proposed will satisfy the expressed and underlying needs for the decision; makes tough decisions when necessary.

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## QUALIFICATIONS

### Education:

Advanced university degree in law with specialization in criminal law (both substantive and procedural), international law or humanitarian law. A first level university degree in combination with two additional years of qualifying experience may be accepted in lieu of an advanced university degree.

### Work Experience:

Minimum of 15 years of progressively responsible professional legal experience, at either the national or international level, preferably with an emphasis in criminal law, international law or humanitarian law. Thorough comprehension of both common law and civil law systems and understanding of complexities in both systems.

### 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 French is highly desirable.

### Assessment Method:

There may be a technical test followed by a 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. 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.

**THIS POST IS TO BE ABOLISHED AT THE END OF 2016 AND THEREFORE THERE IS NO EXPECTATION OF FURTHER EXTENSION.**

### 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

Candidates will be required to meet the requirements of Article 101, paragraph 3, of the Charter as well as the requirements of the position. The United Nations is committed to the highest standards of efficiency, competence and integrity for all its human resources, including but not limited to respect for international human rights and humanitarian law. Candidates may be subject to screening against these standards, including but not limited to whether they have committed, or are alleged to have committed criminal offences and/or violations of international human rights law and international humanitarian law.

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.

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Applicants are urged to follow carefully all instructions available in the online recruitment platform, inspira. For more detailed guidance, applicants may refer to the At-a-Glance on "The Application Process" and the Instructional Manual for the Applicants, which can be accessed by clicking on "Manuals" hyper-link on the upper right side of inspira account-holder homepage.

Applications are pre-screened by the system according to the published requirements of the job opening on the basis of the information provided in the application. In relation to the requirements of the job opening, applicants must provide complete and accurate information pertaining to their qualifications, including their education, work experience, and language skills. Each applicant must bear in mind that submission of incomplete or inaccurate applications may render that applicant ineligible for consideration for the job opening. Initial screening and evaluation of applications will be conducted on the basis of the information submitted. Applications cannot be amended following submission. Candidates under serious consideration for selection will be subject to a reference-checking process to verify the information provided in the application.

Job openings advertised on the Careers Portal will be removed at midnight (New York time) on the deadline date.

## **HOW TO APPLY:**

All applications must be submitted through the UN Inspira portal. The ICTY is not able to accept applications for this vacancy via email.

Internal applicants may go to <https://inspira.un.org>

External applicants may go to <https://careers.un.org>

## **NOTE FOR PREVIOUSLY ROSTERED CANDIDATES**

Roster candidates must express their interest and availability for published job openings by submitting an updated PHP and cover letter.

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