



International Criminal Tribunal for the former Yugoslavia

Head of Immediate Office of the Prosecutor, D-1

DEADLINE FOR APPLICATIONS	: 15 November 2015
DATE OF ISSUANCE	: 16 October 2015
OFFICE	: OTP, Immediate Office of the Prosecutor
JOB OPENING NUMBER	: 15-LEG-ICTY-49756-R-THE HAGUE

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

Responsibilities:

This position is located in the Immediate Office of the Prosecutor (OTP). Under the direction of the Prosecutor, the incumbent will deputize for the Prosecutor in his absence and will have oversight of the activities of the Office of the Prosecutor including the overall management, planning and coordination of the activities of the Appeals Division. For the duration of the appointment the incumbent will take a lead role in the overall management of the OTP as well as managing the Appeals Division in a downsizing phase. He/she will make recommendations on the eventual downsizing of the OTP and the interrelationship with the Residual Mechanism. The incumbent will manage and direct a broad range of complex, multi-disciplinary legal matters, involving substantive and procedural questions of international and domestic criminal law, as well as international humanitarian law. Other duties include; representing the Prosecutor as required; providing strategic advice to the Prosecutor regarding the OTP in general; providing advice to OTP trial teams during trials on matters of law likely to be challenged on appeal, and for the prosecution and conduct of interlocutory appeals involving issues of general importance to the OTP, or involving complex legal issues; liaising with the Office of the Registrar when required, in connection with matters relevant to the OTP and appeal proceedings; makes recommendations to the Prosecutor with respect to the strategic direction of the OTP, and updates the Prosecutor on the activities of each team within the OTP and Appeals Division. The incumbent also participates as a member of the Prosecutor's senior management team, attending weekly management meetings. As required, the incumbent is expected to provide advice on prosecution policy and all aspects of the running and staffing of the OTP.

CORE COMPETENCIES

- **Professionalism** – Excellent knowledge of institutional mandates, policies and guidelines and demonstrated in-depth understanding of the ICTY's operations and the functions of the Prosecutor. In-depth theoretical knowledge, including knowledge of international legal procedures and instruments, and extensive broad-based experience in applying legal expertise to analysing diverse range of highly complex and novel legal issues and problems and in developing innovative and creative solutions. Strong analytical and evaluative skills combined with sound judgement and decision-making skills. Excellent drafting skills. Proven ability to develop policy options and strategies. Demonstrated ability to prepare and supervise the preparation of submissions, reports, briefs and other papers on complex legal issues. Knowledge of United Nations policies, procedures and operations, proven ability to review and edit the work of others. 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.
- **Teamwork** – Works collaboratively with colleagues to achieve organisational 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.
- **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.

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.
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- **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.

QUALIFICATIONS

Education:

Advanced university degree in law, with a specialisation in criminal or international law (either procedural or substantive) is required. A first level university degree in combination with qualifying experience may be accepted in lieu of an advanced university degree.

Work Experience:

Minimum of 15 years of progressively responsible experience in litigation, including criminal litigation, with a minimum of 10 years of criminal appellate work experience, including managerial experience, thorough knowledge of the ICTY and UN rules and procedures is highly desirable. Experience in closing or downsizing a substantial legal office will be an advantage.

Languages:

English and French are the working languages of the Tribunal. For this post, fluency in written and spoken English is essential. Working knowledge of another UN language is an advantage.

Assessment Method:

Candidates may be required to undergo a technical test. Short-listed candidates will undergo 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. 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

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.

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.



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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>
