



International Criminal Tribunal for the former Yugoslavia

Liaison Officer (Serbia), P-3

DEADLINE FOR APPLICATIONS	: 14 July 2016
DATE OF ISSUANCE	: 15 June 2016
OFFICE	: Registry, Communication Services
VACANCY ANNOUNCEMENT	: 16-POL-ICTY-61787-R-BELGARDE (R)

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

Organizational setting and Reporting:

This position is located in the Communication Services of the Registry. The incumbent will be assigned to Belgrade, Serbia.

RESPONSIBILITIES

A primary responsibility of the incumbent is to act as representative of the Registry in Belgrade and be responsible for maintaining and developing the relationship between the Office and relevant actors in Serbia and, if so required, Montenegro – including State authorities, United Nations representatives and agencies, and international local Non-Governmental Organizations. He/she will also be responsible for monitoring relevant political developments and reporting about them to the Registrar. The incumbent will promote an accurate picture of the Tribunal's work – acting as a source of information and strengthening relations with the international and local press in Serbia and Montenegro. Furthermore, in order to counter misperception and misinformation about the Tribunal, the incumbent will design and implement campaigns and other initiatives highlighting the Tribunal's mandate, work results and relevance to different communities, such as legal professionals, non-governmental organizations, victims associations and others, and ensure that the ICTY's decisions are available to the public by circulating them promptly. The incumbent will respond to media's requests for information and documentation. The incumbent will also contribute to the development and implementation of ICTY legacy projects, its outreach campaigns and other activities of the Communications Section. In addition, he/she will act as Registry's principal channel for the transmission of information between the ICTY's Registry/Chambers and the government of Serbia, and for the transmission of Requests for Assistance (RFA) from the ICTY to Serbian authorities. The incumbent will act as focal point for Requests for Assistance sent to the ICTY by national entities and support the work of the Victim and Witness Support Section as required.

CORE COMPETENCIES

- **Professionalism** – Excellent understanding and awareness of the political situation in Serbia and in the region of the former Yugoslavia. Theoretical background and good understanding of the underlying legal issues in connection with the Tribunal's cases, including a good understanding of both the Tribunal's legal framework as well as the local legislation relevant to war crimes cases. Theoretical background and good understanding of approaches, tools and methodologies related to planning, executing and monitoring public communications campaigns, e.g. campaign management, market research, message targeting, impact evaluation, etc.; good communications research and analytical skills; understanding of internal policies and activities and related current events, topics and issues. Good understanding of the Tribunal's outreach and legacy aims and activities. 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.
- **Planning & Organisation** - 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.
- **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.
- **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.
- **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



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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 preferably in external relations, law, political science, journalism or similar field. 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 5 years of progressively responsible professional experience at either the national or international level, preferably with an emphasis on external relations, law, public relations, communications, or related fields. Previous experience working in the region of the former Yugoslavia is desirable. Previous experience in dealing with government officials, NGOs and the press is an asset.

LANGUAGES:

English and French are the working languages of the Tribunal. For this post fluency in English is required. Fluency in Bosnian/Croatian/Serbian is a major asset.

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. 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.

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.



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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.
