



International Criminal Tribunal for the former Yugoslavia

Legal Officer, (Chambers), P-4

DEADLINE FOR APPLICATIONS	:	18 August 2016
DATE OF ISSUANCE	:	20 July 2016
OFFICE	:	Registry, Chambers
VACANCY ANNOUNCEMENT	:	16-LEG-ICTY-62366-R THE HAGUE (R)

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

ORGANISATION SETTING: This position is located in the Judicial Support Services Division of Chambers, Registry, in the Prlic team. The incumbent will work under the guidance of the Judges and will report to the Senior Legal Officer or Head of Chambers.

RESPONSIBILITIES

The incumbent will provide specialized legal advice on all aspects of law and procedure with emphasis on criminal and international humanitarian law. Attend judicial proceedings and hearings and provide expert advice in an expeditious manner on the various issues arising, particularly where the Judges wish to enter an immediate oral decision. Under the guidance of the Presiding Judge and the Senior Legal Officer or Head of Chambers: ensure the day to day management of proceedings, including contacts with the parties and others involved; supervise staff and organize the distribution of work within the team; supervise the drafting of preparatory documents, decisions and judgments for the Chamber; undertake legal drafting as required; supervise research undertaken by the legal officers and associate legal officers under his/her authority; provide the Judges with draft memoranda and decisions in a timely manner; finalise decisions; participate in meetings with Judges and staff; provide legal advice on procedural and substantive law, and present opinions. Keep the Presiding Judge and Senior Legal Officer fully informed of the status of matters pending before the Chamber; ensure that all obligations are met including with respect to status conferences, responding to motions, and issuance of orders decisions and judgments. Where appropriate, assist in aspects of pre-trial management, including communication with the parties, disposal of preliminary motions, issuing of scheduling orders etc. Assist Senior Legal Officer or Head of Chambers with respect to administrative needs, including representing the Chamber at meetings with other sections/departments of the ICTY. Act as general liaison with persons both inside and outside of the ICTY; generally, provide assistance and guidance in matters related to the ICTY, both from a practical and legal point of view, within the limits of the overriding respect of confidentiality.

COMPETENCIES

- **Professionalism** – 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. 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.

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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International Criminal Tribunal for the former Yugoslavia

QUALIFICATIONS

Education:

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

Experience:

Minimum of 7 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.

Language:

English and French are the working languages of the Tribunal. For the post advertised, fluency in written and spoken English and/or French is required. Knowledge of a second official UN language is an advantage.

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.

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.
