



JOB OPENING

Functional Title & Level:	Associate Rule of Law Officer (NO-B)
Org. Unit	Political/Rule of Law
Duty Station:	Port-au-Prince
Posting Period:	30 January – 6 February 2019
Job Opening Number:	MINUJUSTH-TJO-2019-003

Special Notice

The United Nations Secretariat is committed to achieving 50/50 gender balance in its staff. Female candidates are strongly encouraged to apply. Staff members are subject to the authority of the Secretary-General and to assignment by him or her. In this context, all staff are expected to move periodically to new functions in their careers in accordance with established rules and procedures.

All interested candidates should submit their Personal History Profile (PHP) and copies of their educational diploma/certificates and employment records ONLY via email at minujsth-recruitment@un.org. Blank PHP and supplementary sheets are available at the MINUJUSTH Bulletin Board and at the MINUJUSTH website web <https://minujsth.unmissions.org/offresdemploi>.

Important Functional title and job opening number **MUST** be indicated in the subject of your e-mail application to be considered for review.

Organizational Setting and Reporting

This position is located in United Nations Mission for Justice Support in Haiti, (MINUJUSTH). The United Nations' Security Council adopted resolution 2350 (2017) deciding the creation of MINUJUSTH which is mandated to assist the Government of Haiti to strengthen rule of law institutions in Haiti; further support and develop the Haitian National Police; and engage in human rights monitoring, reporting, and analysis among others.

The **Associate Rule of Law Officer (NO-B)** typically reports to a Senior Rule of Law Officer or Chief of Unit, Political/Rule of Law.

Responsibilities

Within delegated authority, the Associate Rule of Law Officer will be responsible for the following duties:

- Contributes to the development and the implementation of policy frameworks related to the rule of law and the strengthening of the criminal justice system and related institutions in the host country;
- Prepares and submits periodic reports on justice and drafts policy and operational support documentation for the Senior/Chief Rule of Law and assists in programming related activities at the national level;
- Contributes to the development of innovative technical support and assistance to local institutions and other stakeholders within the international community located in the host country to ensure cohesive and coordinated programme delivery;
- Participates in the development and implementation of rule of law strategic, action plans and policymaking in the context of the mission's mandate, and assists in the day-to-day coordination and execution of key activities with other mission components (e.g. justice, corrections, police, human rights, political affairs, policy, gender, child protection, etc.) and UN entities;
- Contributes to providing technical assistance and political and operational advices to the Senior Officer / Head of the Rule of Law, assists in planning related activities at the national level and manage a wide range of multi-disciplinary, complex and often sensitive issues and / or conflict related to criminal justice policies, reform of the justice system and related institutions;
- Assists in conducting rule of law programme activities including by advising and mentoring national counterparts, facilitating and organizing workshops and consultations, involving national stakeholders that can improve the functioning of the jurisdictions and the co-ordination between criminal justice actors and facilitate access to justice, supporting national criminal justice system organization, training of national actors and/or monitoring of the court and legal system, including field offices, if required;
- Assists, advises and prepares complex legal research and analysis, unit reports and assessments, policy documents, guidelines briefings and other relevant documents on request;
- Participates in legislative reviews and drafts commentaries and other relevant documents;
- Represents the mission and serves on various standing boards and committees when required;
- Supports and participates in national level coordination planning and/or reform processes and donor coordination, including by supporting the completion of major reviews of the justice sector and the development of long-term national strategic plans;
- Provides training to support staff under her/his supervision;
- Promotes effective knowledge management and information sharing, including developing a culture of respect for, and inclusion of, local actors in all rule of law programme initiatives and reform;
- Assist in identifying, establishing and maintaining contacts and partnerships with other actors (national and international) in assigned areas of responsibility with a view to pursuing work programme objectives and ensuring participation in and effective integration of ideas in the planning and implementation of activities;

- Performs programmatic and administrative tasks necessary for the functioning of the work unit, including contributing to the preparation of budgets;
- Maintains a strong interaction with interlocutors in the government and civil society institutions;
- Performs other related duties as required.

Competencies

- **Professionalism:** Ability to identify and analyze political, ethnic, racial, social and economic problems that cause civil unrest in a country or geographic area. 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. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.
- **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 audience; demonstrates openness in sharing information and keeping other informed.
- **Planning and Organizing:** 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.

Education

Advanced university degree (Master's Degree or equivalent) in law, criminal justice, social sciences or management is required. A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree.

Work Experience

A minimum of two (2) years of progressively responsible professional experience in law reforms and overseeing the implementation of national policies and plans in rule of law and security matters is required. Experience as a practicing lawyer, prosecutor, judge, legal academic, legal consultant, or adviser in the field of justice is desirable, as is one year of experience providing technical assistance for the development or reform of legal and judicial institutions in a transitional, developmental or post-conflict setting. United Nations field experience, especially in a peace operation is desirable.

Languages

English and French are the working languages of the United Nations. For the post advertised, French (oral and written), is required. Knowledge of other United Nations official languages is desirable.

Assessment

Evaluation of qualified candidates may include an assessment exercise which may be followed by competency-based interview.