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UN JPO Programme		
<b><i>JPO in Human Rights</i></b>		
<p><i>United Nations Secretariat, Office of the High Commissioner for Human Rights, Special Rapporteur on Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment</i></p>		
		<b>Closing date</b> <b>16 April 2017</b>
<b><u>Vacancy Announcement INT-171-17-P041</u></b>		
<b>I General information</b>		
<b>Title:</b>	JPO in Human Rights	
<b>Sector of Assignment:</b>	Human Rights (Special Rapporteur on Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment)	
<b>Country:</b>	Switzerland	
<b>Location (City):</b>	Geneva	
<b>Agency:</b>	United Nations Secretariat, Office of the High Commissioner for Human Rights/ Special Rapporteur on Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment	
<b>Duration of Assignment:</b>	<p>1 year (with possible extension for another year)</p> <p><i>[Extension of appointment is subject to yearly review concerning priorities, availability of funds, and satisfactory performance]</i></p>	
<b>Grade:</b>	Starting level: P3 step 1	
<p><b>Note:</b> This position is open in the context of the Junior Professional Officer (JPO) scheme sponsored by the Government of Switzerland.</p> <p><b>It is addressed exclusively to candidates with citizenship of the following countries:</b>  <a href="#">Burundi</a>, <a href="#">Colombia</a>, <a href="#">Democratic Republic of the Congo</a>, <a href="#">Egypt</a>, <a href="#">Lebanon</a>, <a href="#">Libya</a>, <a href="#">Mali</a>, <a href="#">Myanmar</a>, <a href="#">Nigeria</a>, <a href="#">Occupied Palestinian Territories</a>, <a href="#">Senegal</a>, <a href="#">South Africa</a>, <a href="#">South Sudan</a>, <a href="#">Sri Lanka</a>, <a href="#">Tunisia</a>, <a href="#">Zimbabwe</a>.</p> <p>Candidates should be no more than 32 of age at the time of application.</p>		

## **II Duties, responsibilities and Output Expectations**

**General:** Support the Mandate of the Special Rapporteur on Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment

Under the general supervision of the Chief of the Special Procedures Branch and the direct supervision of the Chief of PRAHS Section with day to day engagement with the UN Special Rapporteur on Torture, the incumbent shall as required:

- Assist the mandate of the UN Special Rapporteur on Torture in monitoring the situation worldwide with regard to the mandate through analysis of incoming information;
- Act as a liaison between the mandate holder and the Office of the High Commissioner for Human Rights;
- Accompany and assist the mandate-holder in fact-finding missions, including preparation of the missions, drafting of mission reports and follow-up to the implementation of recommendations;
- Accompany the Special Rapporteur and participate in his annual presentation to the Human Rights Council and the General Assembly, including organizing side-events on thematic issues in Geneva and New York;
- Accompany the UN Special Rapporteur on Torture and participate in conferences, seminars, etc., including research and analysis of thematic issues in relation to the mandate;
- Provide administrative support to the UN Special Rapporteur on Torture, including maintaining of his agenda and monitoring of deadlines, providing input to the SRT's Webpage; assist in the organisation and coordination of meetings and travel and handling of travel reimbursements with appropriate Secretariat colleagues;
- Provide support, in close consultation with UN Secretariat colleagues, to the UN Special Rapporteur on Torture in preparing communications on violations of the specific right(s) covered by the mandate(s) and drafting annual reports to the Human Rights Council and General Assembly;
- Research and analysis of thematic issues in relation with the mandate, with a view to drafting parts of the reports to the UN Human Rights Council and the General Assembly for the Special Rapporteur's review and approval as well as in the preparation of public presentations;
- Prepare correspondence for the UN Special Rapporteur on Torture with Governments, Inter-Governmental Organizations, UN agencies, funds and programmes, as well as Civil Society Organizations and individuals which shall follow appropriate channels of communication in accordance inter alia with the Code of Conduct for Special Procedures;
- Liaise with colleagues in the Special Procedures Branch working on cross cutting issues in relation to the mandate of the Special Rapporteur on Torture;
- Draft a variety of oral presentations, communications, briefings, statements, etc., including to policy-making bodies;
- Assist in promoting information on mandate activities;
- Perform other duties and responsibilities as requested by the mandate holder.

## **III Training component: Learning elements and expectations**

Over the assignment period, the JPO shall be expected to, inter alia:

- Act as a liaison between the mandate holder and the Office of the High Commissioner for Human Rights thereby enhancing organizational and communication skills;
- Develop planning and coordination skills in relation to activities related to specific thematic mandates on human rights;
- Learn to prioritize through a defined work plan for the assigned area in accordance with the established terms of reference;
- Gain expertise in visiting places of detention and in monitoring practices of torture and cruel, inhuman and degrading treatment, and
- Improve research and analytical skills in relation to events and issues pertaining to the mandate of the Special Rapporteur on torture and assess their impact on the human rights situation.

## IV Supervision

**Title of Supervisor:** Chief, PRAHS Section, Special Procedures Branch

**Content and methodology of supervision:** E-PAS, regular interface with the staff member, review of documents and other deliverables. A bi-monthly note of deliverables shall be submitted with a monthly attendance sheet signed off by the Special Rapporteur to be submitted by the last working day of each month. This shall then be reviewed by the Chief, PRAHS section and communicated to DESA as per standard practice for all JPOs.

## V Required Qualifications and Experience

### Education:

Advanced university degree or equivalent theoretical knowledge in law, political sciences or international relations.

### Working experience:

At least five years of relevant human rights-related work experience.  
United Nations experience would be considered an asset.

### Languages :

Fluency in English and/or French or Spanish, with good drafting ability, knowledge of another official UN language is an asset.

### Other skills:

- Substantial knowledge of international human rights standards, their application and the United Nations human rights mechanisms.
- Legal research skills

### UN competencies:

- Professionalism: good knowledge of and exposure to a range of human rights issues, good knowledge of institutional mandates, policies and guidelines relating to thematic procedures of the Human Rights Council, sound knowledge of problems, i.e., political, ethnic, racial, religious, gender, social, economic, etc., having a negative impact on the enjoyment of human rights;
- Communication: strong communication (spoken, written and presentation) skills, including ability to produce a variety of written reports and documents in a clear, concise style;
- Planning and organizing: ability to establish priorities and to plan work assignments, juggle competing demands and work under pressure of frequent and tight deadlines;
- Technology awareness: good computer skills, including proficiency in word processing, spreadsheets and other commercial software packages;
- Teamwork: proven interpersonal skills and ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity;
- Commitment to continuous learning.

## VI Background information on Agency/Department/Section

The Special Procedures Branch provides support to the thematic special procedures of the Human Rights Council, such as the special rapporteurs, special representatives, independent experts and working groups. The Branch facilitates the work of special procedures mandate-holders by collaborating with all stakeholders and by providing thematic, fact-finding, and legal expertise, research and analysis, and administrative and logistical support for their work. The Special Procedures Branch is headed by a Chief who is accountable to the Director of the Human Rights Council and Special Procedures Division.

In the discharge of his mandate the Special Rapporteur transmits urgent appeals and communications to States with regard to cases that represent infringements of or impediments to the exercise of the specific rights

related to the mandate. Furthermore, the mandate-holder undertakes fact-finding visits and also submits annual or thematic reports to the Human Rights Council and interim reports to the General Assembly, on the activities, trends and methods of work. Given the workload of the mandate the mandate holder requires an individual who has the relevant substantive and organizational skills to undertake a variety of activities in the site of the mandate holder including acting as liaison between the mandate holder and the Office of the High Commissioner for Human Rights.

The exclusive purpose of this position is to provide additional support to the mandate of the UN Special Rapporteur on Torture. It is not intended to replace, but to complement and add to, the existing human and financial resources assigned to the Special Rapporteur on Torture from the general budget of the OHCHR Special Procedures Branch.

## **VII How to apply**

Candidates who would like to apply should do so by e-mail only, indicating the VA Number in the subject heading of the e-mail to [tcrecruit@un.org](mailto:tcrecruit@un.org)

Applications must include a letter of motivation and the [United Nations Personal History Statement](#).

This form can be downloaded from <https://www.un.org/development/desa/jpo/jpo-vacancies/>

Please do not attach any other documents to your application.

Applications must be received no later than COB **16 April 2017**.

Applications received after this date will not be considered. Applicants will receive a confirmation of receipt.

**Only short-listed candidates will be contacted thereafter for further assessment.**