



Job Opening

Posting Title: SENIOR HUMAN RIGHTS OFFICER, P5
Job Code Title: SENIOR HUMAN RIGHTS OFFICER
Department/ Office: Office of the High Commissioner for Human Rights
Duty Station: GENEVA
Posting Period: 2 May 2018-15 June 2018
Job Opening number: 18-HRI-OHCHR-95369-R-GENEVA (X)
Staffing Exercise ID: N/A

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

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Org. Setting and Reporting

This post is located in the Office of the High Commissioner for Human Rights (OHCHR), Geneva. The incumbent reports to the Director of the Field Operations and Technical Cooperation Division and serves as Coordinator of the Commission of Inquiry on the Syrian Arab Republic.

Responsibilities

Within delegated authority, the Senior Human Rights Officer will be responsible for the following duties:

- Manages the Secretariat of the Commission.
- Formulates human rights strategies, including from a gender equality perspective; develops a vision or direction for the work of the Secretariat, and creates the conditions for implementing them.
- Advises the Commissioners on human rights matters.
- Proposes policy directives and plan of action to appropriate United Nations bodies for immediate and long-range solutions to human rights problems within the Commission's mandate.
- Oversees the activities of the secretariat including defining the methodology and tools to collect and process all data.
- Formulates the programme of work, budget and medium-term plan of the Secretariat and participates in the overall formulation and approval of its programme of work, and administrative matters.
- Prepares human rights reports on key sectors or key developments.
- Develops and maintains relations with officials at the highest levels and advises them on human rights issues and policies.
- Coordinates and oversees human rights research initiatives.
- Manages, coordinates, organizes and supervises other human rights officers or organizational segments.

- Performs other related duties as required.

Competencies

PROFESSIONALISM: Knowledge of and exposure to a range of human rights issues including approaches and techniques to address and advise on highly sensitive and complex problems in their political, ethnic, racial, gender and socio-economic dimensions. Knowledge of institutional mandates of human rights organizations, prevailing policies and procedures. Ability to evaluate and integrate information from a variety of sources and assess impact on the human rights situation in the region or country of assignment, including the political environment and legal statutes as they pertain to human rights. Ability to complete in-depth studies and reach conclusions on possible causes and solutions to human rights problems in specific societies and systems; this includes conduct data collection and analysis using various methods. Ability to relate and advise on human rights issues and perspectives, including their gender equality dimensions, to political, social, economic and humanitarian programmes in affected countries and areas. 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 & 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

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.

JUDGMENT/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 Organization. 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.

Education

Advanced university degree (Master's degree or equivalent degree) in law, political science, international relations, social sciences or related field. A first-level university degree in combination with two additional years of qualifying work experience may be accepted in lieu of the advanced university degree.

Work Experience

A minimum of ten (10) years of progressively responsible experience in human rights, political affairs, international relations, law or related area. At least five years of programme management experience and experience working on human rights situations in conflict in the region of the Middle East is desirable.

Languages

English and French are the working languages of the United Nations Secretariat. For the position advertised, fluency in English is required. Knowledge of another UN official language is an advantage.

Assessment

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

Special Notice

Extension of the appointment is subject to extension of the mandate and/or the availability of the funds.

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.

Staff members of the United Nations Secretariat must fulfill the lateral move requirements to be eligible to apply for this vacancy. Staff members are requested to indicate all qualifying lateral moves in their Personal History Profile (PHP) and cover note.

The United Nations Secretariat is committed to achieving 50/50 gender balance in its staff. Female candidates are strongly encouraged to apply for this position.

United Nations Considerations

According to article 101, paragraph 3, of the Charter of the United Nations, the paramount consideration in the employment of the staff is the necessity of securing the highest standards of efficiency, competence, and integrity. Candidates will not be considered for employment with the United Nations if they have committed violations of international human rights law, violations of international humanitarian law, sexual exploitation or sexual abuse, or crimes other than minor traffic offences, or if there are reasonable grounds to believe that they have been involved in the commission of any of these acts. The term "sexual exploitation" means any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another. The term "sexual abuse" means the actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions.

Due regard will be paid to the importance of recruiting the staff on as wide a geographical basis as possible. The United Nations places 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. 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 Manual for the Applicant, which can be accessed by clicking on "Manuals" hyper-link on the upper right side of the inspira account-holder homepage.

The evaluation of applicants will be conducted on the basis of the information submitted in the application according to the evaluation criteria of the job opening and the applicable internal legislations of the United Nations including the Charter of the United Nations, resolutions of the General Assembly, the Staff Regulations and Rules, administrative issuances and guidelines. Applicants must provide complete and accurate information pertaining to their personal profile and qualifications according to the instructions provided in inspira to be considered for the current job opening. No amendment, addition, deletion, revision or modification shall be made to applications that have been submitted. Candidates under serious consideration for selection will be subject to reference checks to verify the information provided in the application.

Job openings advertised on the Careers Portal will be removed at 11:59 p.m. (New York time) on the deadline date.

No Fee

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, OR TRAINING). THE UNITED NATIONS DOES NOT CONCERN ITSELF WITH INFORMATION ON APPLICANTS' BANK ACCOUNTS.

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