

United Nations Associate Experts Programme



Code#:

Submitted by:

Name: Luigi Santosuosso

Title: Senior Legal Officer

Duty Station: New York Headquarters

Agency/Unit: Division for Ocean Affairs and the Law of the Sea / Office of Legal Affairs

Email: santosuosso@un.org

I have no objections to share my contact information with the candidate/donor I agree I disagree

Signature: Luigi Santosuosso Date Dec 2nd 2015

Mandatory for field positions: please indicate an HR focal point/ administrative contact person in the field duty station

Name:

Title:

Email:

Approved by (If different from above):

Name: Robert Picistrelli

Title: Administrative Officer

Duty Station: New York Headquarters

Agency/Unit: Executive Office / OLA

Email: picistrelli@un.org

Signature: _____ Date _____



TERMS OF REFERENCE

Associate Expert (JPO)

Please indicate if this ToR supersedes a previously submitted ToR for the same position: YES NO

I. General Information

Title:

Associate Expert in Ocean Affairs and Law of the Sea

Sector of Assignment:

Ocean Affairs and Law of the Sea, Legal Affairs

Organization/Office:

Division for Ocean Affairs and the Law of the Sea, Office of Legal Affairs

Duty Station:

New York, NY, USA

[Non-Family Duty Station: yes / no

Date Required:

As soon as possible

Duration:

1 year (with possible extension for another year)

[Extension of appointment is subject to yearly review concerning priorities, availability of funds, and satisfactory performance]

II. Supervision

Direct Supervision by:

Senior Legal Officer

Title of Supervisor:

Senior Legal Officer

Content and methodology of supervision:

The incumbent will be briefed and trained on relevant aspects of the 1982 United Nations Convention on the Law of the Sea and of the work of the Division for Ocean Affairs and the Law of the Sea (DOALOS). Regular meetings with supervisor and biannual performance assessments will be conducted.

Evaluation: The United Nations Performance Evaluation System (e-performance) will serve as a primary platform to

evaluate of the Associate Expert's performance. The supervisor will provide ongoing supervision and feedback during the performance of the Associate Expert's tasks.

III. Duties, Responsibilities and Output Expectations

Under the supervision and guidance mentioned in section II above, the Associate Expert in Ocean Affairs and Law of the Sea will be assigned to a variety of issues handled by the Division for Ocean Affairs and the Law of the Sea. In this regard, the Associate Expert in Ocean Affairs and Law of the Sea may be responsible to carry out the following duties:

- Conducts legal research on a diverse range of assigned issues in international law and other area(s) of specialization using multiple research sources; selects relevant material, analyzes information and presents findings for internal review.
- Assists in the preparation of drafts of background papers, studies, reports, etc.
- Assists Legal Officers in servicing meetings, conferences, commissions, committees, task forces and other bodies, including preparation of background materials, summaries of issues and reports, etc.
- Performs other duties as assigned.

IV. Qualifications and Experience

Education:

At least a first-level university degree in international law. Specialization in ocean affairs and the law of the sea is highly desirable. Advanced degree in ocean affairs and the law of the sea is an advantage.

Work experience:

A minimum of two years of progressively responsible experience in law, including some experience within an intergovernmental organization and/or intergovernmental processes.

Languages:

Fluency in one of the working languages of the UN Secretariat, English or French, (both oral and written) is required; knowledge of the other is desirable. Knowledge of another UN official language is an advantage.

Other skills:

Demonstrated ability to undertake academic research design and execution. Experience in academic research within ocean affairs and the law of the sea fields desirable. Working knowledge of the ocean-related intergovernmental processes within the United Nations system and other intergovernmental institutions an advantage. Ability to manage multiple tasks concurrently prioritizing competing demands, focus and make decisions. -

UN competencies:

Professionalism: knowledge of, and ability to apply, legal principles, concepts and procedures and terminology for review, examination, and processing of a range of legal documents. Knowledge of various legal research sources, including electronic, and ability to conduct research and analyze information on a wide range of legal issues. Ability to draft legal papers and work under pressure and within deadlines. Ability to apply good legal judgment in the context of assignments given. 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 & 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.

Client Orientation: Considers all those to whom services are provided to be "clients" and seeks to see things from clients' point of view; establishes and maintains productive partnerships with clients by gaining their trust and respect; identifies clients' needs and matches them to appropriate solutions; monitors ongoing developments inside

and outside the clients' environment to keep informed and anticipate problems; keeps clients informed of progress or setbacks in projects; meets timeline for delivery of products or services to client.

V. Learning Elements

After the assignment the ASSOCIATE EXPERT will be able to:

- Draft law of the sea documents, background papers, studies and reports for meetings, conferences, commissions, committees, task forces and other bodies of the UN system;
- Understand how meetings, conferences, commissions, committees, task forces are organized, and contribute to their successful outcome.

VI. Background Information

Core functions of the Division for Ocean Affairs and the Law of the Sea

- Providing advice, studies, assistance and research on the implementation of the United Nations Convention on the Law of the Sea, on issues of a general nature and on specific developments relating to the legal regime for the oceans;
- Providing substantive servicing to the General Assembly and the subsidiary bodies it established on the law of the sea and ocean affairs, to the Meeting of States Parties to the Convention and to the Commission on the Limits of the Continental Shelf;
- Providing support to the organizations of the United Nations system to facilitate consistency with the Convention of the instruments and programmes in their respective areas of competence;
- Discharging the responsibilities, other than depositary functions, of the Secretary-General under the Convention;
- Conducting monitoring and research activities and maintaining a comprehensive information system and research library on the Convention and on the law of the sea and ocean affairs;
- Providing training and technical assistance in the field of the law of the sea and ocean affairs.

For additional information see: <http://www.un.org/Depts/los/index.htm>