
UNITED NATIONS VERIFICATION MISSION IN COLOMBIA JOB OPENING Internal / External

Job Title & Level:	LEGAL OFFICER, NO-C
Department/Office:	UN VERIFICATION MISSION IN COLOMBIA
Location:	BOGOTA – COLOMBIA
Posting Period:	28 October – 19 November 2017
Job Opening Number:	MC-NJO-2017-049

UNITED NATIONS CORE VALUES: INTEGRITY, PROFESSIONALISM, RESPECT FOR DIVERSITY

The Human Resources Section invites all interested and qualified candidates to apply for the announced position. All interested candidates should submit their applications (Personal History Profile - P11 form, which can be found at <https://colombia.unmissions.org/empleo> **No CVs will be accepted**) at the following e-mail address: mcrecruitment@un.org

Please do not submit any additional certificates/diplomas, employment letters and other documents at this stage of the application process, only the P11 form is sufficient. If you need more P11 pages, please print and add them as additional pages to the P11 submission. Please make sure the e-mail application is not larger than 5MB in size.

Please include the job opening number of the above position in your e-mail application. Acknowledgment will be sent to short listed candidates only.

Organizational Setting and Reporting Relationships:

This position is located in the Legal Unit of the United Nations Verification Mission in Colombia (UNVMC) and the incumbent will report to the UNVMC Senior Legal Officer.

Responsibilities:

Under the supervision and overall coordination of the Senior Legal Officer, the NOC may be responsible for the following duties:

- Preparation or assistance in the preparation of legal advice on the Protocols relating to the work of the Monitoring and Verification Mechanism established to verify the temporary, bilateral and national ceasefire with the ELN (MVM), and provision of advice to the UNVMC team on their role as Coordinator of the MVM.
- Provision of legal support to UNVMC regional and local teams.
- Maintenance of systematic and accurate records of all legal UNVMC information and documentation.
- Preparation or assistance in the preparation of legal opinions/advice on a wide range of international public or private law issues.
- Conduct of extensive legal research and analysis and prepare studies, comparative studies, briefs, reports and correspondence.
- Basic or extensive review of legal documents, instruments, or other material with a view to identifying important issues, similarities, and inconsistencies, etc.
- Organization of public events

- Performance of other duties, as assigned.

Work implies frequent interaction with the following:

- Colleagues and senior officers in UNVMC at the national, regional and local levels, including MVM teams.
- Counterparts and experts in the Governments, FARC and ELN MVM teams.
- Colleagues in UN common system organizations, funds and programmes.
- Representatives of other international organizations, private entities, universities, think tanks, etc.

Results Expected:

- UNVMC teams responsible for participating and coordinating the MVM are provided with timely and sound legal advice.
- Independent, timely, accurate and comprehensive research is provided to the Senior Legal Officer.
- Carefully conceived studies, recommendations, as well as well-written legal and other documents, are provided to the Senior Legal Officer.
- Senior officials are legally assisted in the successful negotiation and resolution of problems/issues.
- Systematic record keeping of legal information is ensured.

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. Knowledge of the civil law and/or common law legal systems and principles. Ability to interpret and apply legislative instruments, develop and present results, recommendations, and opinions clearly and concisely. Ability to draft legal papers and work under pressure. 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. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

Teamwork: Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

Creativity: Actively seeks to improve programmes or services; offers new and different options to solve problems or meet client needs; promotes and persuades others to consider new ideas; takes calculated risks on new and unusual ideas; thinks "outside the box"; takes an interest in new ideas and new ways of doing things; is not bound by current thinking or traditional approaches.

Qualifications:

Education: Advanced university degree (Master's degree or equivalent) in international law. 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 five years of progressively responsible experience in law, including legal analysis, research and writing, preferably in international organizations or public service is required.

Languages: English and French are the working languages of the United Nations Secretariat. For the post advertised, fluency in Spanish is required. Fluency in English is desirable and knowledge of another UN official language is an advantage.

United Nations Considerations

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.

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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.