



**ΚΥΠΡΙΑΚΗ ΔΗΜΟΚΡΑΤΙΑ
ΥΠΟΥΡΓΕΙΟ ΕΞΩΤΕΡΙΚΩΝ**

ΠΟΛΙΤΙΚΗ ΔΙΕΥΘΥΝΣΗ

ΤΜΗΜΑ ΠΟΛΥΜΕΡΩΝ ΣΧΕΣΕΩΝ ΚΑΙ ΔΙΕΘΝΩΝ ΟΡΓΑΝΙΣΜΩΝ

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Συνημμένα: 5 σελίδες

1 Μαρτίου 2018

- Γενικό Εισαγγελέα της Δημοκρατίας
- Αν. Γενική Διευθύντρια Υπουργείου Δικαιοσύνης και Δημοσίας Τάξεως
- Πρόεδρο Παγκύπριου Δικηγορικού Συλλόγου

Θέμα: Διεθνές Ποινικό Δικαστήριο / Προκήρυξη θέσεων

Αναφορικά με το πιο πάνω θέμα, επισυνάπτονται για ενημέρωσή σας και τυχόν ενέργειες, προκηρύξεις του Διεθνούς Ποινικού Δικαστηρίου σχετικά με τις πιο κάτω θέσεις:

- Human Resources Officer (Legal and Policy) (σημ. η προθεσμία για υποβολή αιτήσεων λήγει στις 14 Μαρτίου 2018).
- Associate Team Leader (Kampala, Uganda) (σημ. η προθεσμία για υποβολή αιτήσεων λήγει στις 25 Μαρτίου 2018).

ΑΠΕΣΤΑΛΗ

Δήμητρα Χριστοδούλου
Για Αν. Γενικό Διευθυντή

Κοινοποίηση:

- Πρέσβη Χάγη ΑΙΑ 73/18

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Career Opportunities: HR Officer (Legal and Policy) (P-3) (18226)

Job Req ID 18226 - Posted 15/02/2018 - Professional - Human Resources / Training and Development - The Hague - NL

 Job Description  Print Preview

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18226 | Registry

Posting Date: 15/02/2018
Deadline for Applications: 14/03/2018
Organizational Unit: Human Resources Section, Registry
Duty Station: The Hague - NL
Type of Appointment: Fixed Term Appointment
Minimum Net Annual Salary: €69,511.00
Contract Duration: General Temporary Assistance (GTA) until 31/12/2018

A roster of suitable candidates may be established for this post as a result of this selection process for fixed-term appointments against both established posts and positions funded by general temporary assistance (GTA).

Organisational Context

The Human Resources Section provides a unified and coordinated approach to HR matters across the Court and carries out all human resources activities in an efficient and timely manner whilst providing HR advice and support to management within the Court. The Section is one of five sections located in the Division of Management Services. The other four are the Budget Section, the Finance Section, the Safety and Security Section and the General Services Section. The Division also includes an Occupational Health Unit and an SAP Competence Centre.

Human resources management is a shared responsibility with line managers and the HR Section's aim is to be a trusted provider of a variety of centralized policy, advisory and administrative services for the Court, its managers and staff. These services include strategic workforce planning and organizational design, job designs and advertisement, recruitment and on-boarding, administration of salaries (payroll), entitlements and benefits (including health insurance and pension contributions), career development and succession planning, performance management, learning and development and HR policy matters and staff issues or conflicts.

The Section consists of two units: the HR Operations Unit and the HR Organizational Development Unit. The HR Operations Unit's programme of work is all operational aspects of the Section, from recruitment and on-boarding to the administration of salaries, benefits and entitlements for staff members and non-staff (including judges, interns, consultants and contractors). The HR Organizational Development Unit is in charge of devising strategies and programmes to ensure that the Court hires and develops the right staff and thus maximizes the return on investment in human resources. Particularly, this includes an organization-wide role in relation to strategic workforce planning, talent management, organizational design, staff training and learning and development programmes and activities, performance management and managerial development.

This post is placed within the HR Organizational Development Unit but supports both Units as well as the Chief of the Section and initially reports directly to the Chief HRS.

Duties and Responsibilities

Within this framework, and under the direct supervision of the Chief of the Human Resources Section, the incumbent will perform the following duties:

- Conducts extensive legal research and analysis on matters of relevance to HRS and provides summaries of legal and factual cases to the Chief of HRS;
- Provide first line HR legal advice to the Chief of HRS, Head of Operations, Head of Organisational Development on policy issues or complex cases to aid in their decision making;
- Research, analyse, interpret and prepare legal opinions on issues relating to HR in areas of international public and administrative law and on the interpretation and application of the Court's legal, operational and administrative HR-related procedures and policies;
- Proactive in staying abreast of and researching UN Common System HR rules/regulations, policies, practices and relevant jurisprudence and reporting findings for the development of relevant procedures and guidelines;
- Supporting and undertaking the monitoring and evaluation of current ICC policies of HR to identify policy gaps and reduce these as well as ensure consistent application of HR rules and regulations;
- Responsible to develop, draft and review regulatory HR-related administrative issuances (AI's and PD's) and advise the Chief of HRS accordingly, and take all necessary steps so that approved policy statements are expeditiously processed through the Court consultation process;
- Draft communications relating to the interpretation and application of HR policy (policy statements) for Chief HRS;
- Serve as a point of contact for complex policy interpretation queries and the (informal) resolution of grievances;
- Liaise with the Registry Legal Services Section counterparts on HR (legal) decisions;
- Upon request of the Chief HRS, review the decisions or proposals of other HR staff members to provide advice on their legality and suitability;
- Stay abreast of files and decisions at the ILOAT of an HR nature that could have an impact on HR operations or decisions at the Court.

Essential Qualifications

Education:

Advanced University degree in law preferably with specialization in administrative law, employment law or other related legal fields. A first-level university degree, in combination with two additional years of qualifying experience is accepted in lieu of the advanced university degree.

Experience:

- A minimum of five years of professional experience (seven years with a first-level university degree) in providing legal and policy advice, preferably in the area of administrative law;
- Experience providing legal and/or policy advice to managers and employees, preferably in a human resources management context;
- Experience in early resolution of employment disputes in a human resources management context is desirable;

Knowledge, Skills and Abilities:

- Knowledge of HR theories, principles and practice;
- Strong research and analytical skills;
- Demonstrated skills drafting official legal documents;

- Ability to negotiate HR legal and policy matters with team and clients, ensuring consensus and agreement in the team and with clients;
- Ability to consolidate large amounts of information into consolidated and accurate position papers, advice and proposals;
- Outstanding legal drafting skills to ensure policy development and advice is produced to a high standard;
- Ability to exercise tact and a high degree of discretion and respect for confidentiality;
- Ability to support/advise the Chief of HRS, Unit Heads and other HR staff;
- Ability to cope with periods of voluminous high detail policy development and drafting;
- Knowledge of the UN common system staff rules and regulations is desirable.

Knowledge of Languages:

Proficiency in one of the working languages of the Court, English or French, is required. Working knowledge of the other is an asset. Knowledge of another official language of the Court (Arabic, Chinese, Russian, Spanish) would be considered an asset.

ICC Core Competencies**Dedication to the mission and values**

- Acts consistently in accordance with the mission and values of the Organisation;
- Maintains confidentiality, acts with integrity and shows respect for diversity;
- Shows commitment to the organisation;
- Presents a positive image of the organisation during external discussions.

Professionalism

- Applies professional and technical expertise;
- Keeps abreast of organisational issues;
- Produces workable solutions to a range of problems;

Teamwork

- Listens, consults and communicates proactively;
- Handles disagreements with tact and diplomacy;
- Recognises and rewards the contribution of others;

Learning and developing

- Identifies development strategies needed to achieve work and career goals and makes use of developmental or training opportunities;
- Learns from successes and failures;
- Seeks feedback and gives feedback to others to increase organisational effectiveness;
- Seeks opportunities for improvement of work;
- Has an open mind and contributes to innovation.

Handling uncertain situations

- Adapts to changing circumstances;
- Deals with ambiguity, making positive use of the opportunities it presents;
- Plans activities and projects well in advance and takes account of possible changing circumstances;
- Manages time effectively.

Interaction

- Expresses opinions, information and key points of an argument clearly;
- Handles contacts with diplomacy and tact;
- Communicates in a transparent and open way with internal and external contacts while complying with confidentiality requirements.

Realising objectives

- Accepts and tackles demanding goals with enthusiasm;
- Keeps to agreements with others;
- Focuses on client needs;
- Takes responsibility for actions, projects and people;
- Monitors and maintains quality and productivity

General Information

The selected candidate will be subject to a Personnel Security Clearance (PSC) process in accordance with the ICC policy. The PSC process will include but is not limited to, verification of the information provided in the personal history form and a criminal record check. All candidates should be in a position to submit electronic copy of their passport and all diplomas listed on their profile when requested;

Applicants may check the status of vacancies on ICC E-Recruitment web-site;

Position to be filled preferably by a national of a State Party to the ICC Statute, or of a State which has signed and is engaged in the ratification process or which is engaged in the accession process, but nationals from non-state parties may also be considered;

In accordance with the Rome Statute, the ICC aims to achieve fair representation of women and men for all positions;

Applications from female candidates are particularly encouraged;

Consideration is given to achieving diverse geographical representation at the ICC, to the extent possible;

Personnel recruited at the General Service level are not entitled to all of the benefits granted to internationally-recruited staff;

The ICC reserves the right to not make any appointment to the vacancy, to make an appointment at a lower grade, or to make an appointment with a modified job description.

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Career Opportunities: Associate Team Leader (P-2) (18242)

Job Req ID 18242 - Posted 26/02/2018 - Professional - Field Support - Uganda - UG

 Job Description Print Preview

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18242 Registry

Deadline for Applications: 25/03/2018
Organizational Unit: Victims and Witnesses Section, Division of External Operations, Registry
Duty Station: Kampala, Uganda
Type of Appointment: Fixed Term Appointment
Post Number: To be determined
Minimum Net Annual Salary: €47,024.00
Contract Duration: General Temporary Assistance (GTA) until 31/12/2018

A roster of suitable candidates may be established for this post as a result of this selection process for fixed-term appointments against both established posts and positions funded by general temporary assistance (GTA).

Organisational Context

The Victims and Witnesses Section (VWS) organisationally belongs to the Division of External Operations in the Registry. It provides protective measures, security arrangements, counselling and other appropriate assistance to witnesses and victims who appear before the Court and to others who are also at risk on account of testimony given by such witnesses. The Section may advise the Prosecutor and the Court on appropriate protective measures, security arrangements, counselling and assistance.

The Section is responsible for ensuring that the witnesses appear in the Court appropriately protected, supported and as scheduled by the Chambers. Furthermore, it is responsible for the management of the ICC Protection Programme (ICPP) and may cooperate with States, intergovernmental organisations (IGOs) and non-governmental organisations (NGOs) in providing any of the protection and support measures stipulated by the Statute.

Duties and Responsibilities

Within this framework, and under the direct supervision of the Team Leader, the incumbent performs the following duties:

- Manages and supervises a multicultural team in the field responsible for providing adequate support, protection and other assistance required for witnesses and victims appearing before the court and other persons as appropriate;
- Provides proactive day-to-day management of ICCPP participants in the field, implements, monitors and reports on the management plans created for each participant and coordinates measures to prepare such participants for a self-sustained existence without the support of the ICC;
- Completes case records of the ICCPP participants, victims and witnesses assigned to him/her, implements the transfer of those ICCPP participants to the place of permanent or temporary relocation in the field, liaises with the relevant operational authorities in the locations and maintains regular contact on matters relating to the safety, physical and psychosocial protection;
- Conducts or coordinates witness specific threat and risk assessments for the purposes of the ICCPP, coordinates with the psychologist of the VWS, conducts psychosocial assessments, compiles required documentation and completes the assessment with appropriate recommendations/proposals for a management plan;
- Conducts situation and case specific threat and risk assessments in the Democratic Republic of the Congo (DRC) and in the Central African Republic (CAR) or in any other situation as well as risk assessments to establish whether it is safe for a witness who has completed the testimony to return from the Court to the place of departure;
- Coordinates logistics, support and protection workflows of the VWS in the field to guarantee that such persons appear in the Court appropriately and adequately assisted, supported and protected;
- Establishes and maintains an efficient network with local authorities and relevant embassies to facilitate the issuance of travel documents and visas necessary for travel to the Court as well as with health care authorities, NGOs and IGOs to ensure appropriate medical and mental health services are available to victims and witnesses;
- Coordinates VWS activities in respect of video-link testimonies organised from DRC and CAR or other relevant locations;
- Establishes the initial response capability in the field to address any imminent witness security concerns and provides training and capacity building to local authorities or Court staff in relation to witness protection;
- Develops specific political, cultural and security expertise in relation to DRC and CAR and, in close coordination with the Analyst Team, collects relevant information;
- Contributes to the VWS submissions to the Court, to the Parties and to reports prepared by the VWS to the Senior Management;
- Protects the safety, physical and psychological wellbeing, dignity and privacy of all victims and witnesses with regard to all relevant factors including age, health, and nature of the crime, in particular, but not limited to, where the crime involves sexual or gender violence or violence against children;
- Maintains confidentiality at all times, respects the interests of the witness and acts impartially when cooperating with all parties.

The incumbent, prior to commencing his/her duties, is required to sign a confidentiality agreement with the VWS.

The Chief VWS may redeploy the incumbent and/or the post either temporarily or permanently to another duty station pending the operational requirements of the VWS.

Essential Qualifications**Education:**

Advanced university degree in security studies, risk management, political sciences, international relations or other related area. A first-level university degree in combination with two additional years of qualifying experience is accepted in lieu of an advanced university degree. Or police, military or comparable law enforcement training and/or equivalent qualifications combined with 8 years of relevant experience may be considered in lieu of a university degree.

Experience:

A minimum of two years of progressively responsible work experience (four years with a first-level university degree) in witness related activities within court or law enforcement structures or in a national or international witness protection programme;

3/1/2018

Career Opportunities: Associate Team Leader (P-2) (18242)

Demonstrated supervisory and operational experience, understanding of witness protection and support operations, and the ability to manage risk in a highly dynamic environment is required;

Experience in conducting threat and risk assessments is required;

Experience in planning operations and managing risks in demanding circumstance is required; Experience in rapidly assimilating conflicting information, making decisions and arriving at workable solutions, which can be implemented remotely at short notice is required;

Work experience in a conflict or post conflict context is desirable.

Knowledge, Skills and Abilities:

Ability to conduct oversight and supervision of operations;

Ability to deal effectively with victims and witnesses in stressful situations, particularly with those who have suffered trauma;

Excellent interpersonal, negotiation and organisational skills;

Ability to maintain both internal and external relationships at operational level in matters relevant to the victims/witnesses protection, support and other assistance;

Knowledge of the legal framework of the Court; Cultural and gender sensitivity;

Ability to work and operate in a multicultural environment;

Understanding and exposure to the (UN) common administrative system is desirable;

Absolute integrity, tact, sensitivity, discretion and good judgment, including particular sensitivity to the needs of victims of sexual violence, children, the elderly and the disabled;

Excellent written and verbal communication skills with a keen attention to operational details.

Knowledge of Languages:

Proficiency in one of the working languages of the Court, French or English is required. Working knowledge of the other is considered an asset. Knowledge of another official language of the Court (Arabic, Chinese, Russian and Spanish) is considered an asset.

ICC Core Competencies

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- Applications from female candidates are particularly encouraged;
- Personnel recruited at the General Service level are not entitled to all of the benefits granted to internationally-recruited staff;
- The Court reserves the right not to make any appointment to the vacancy, to make an appointment at a lower grade, or to make an appointment with a modified job description.

- The ICC is willing to apply the 'Inter-Organisation Agreement concerning Transfer, Secondment or Loan of Staff among the Organizations applying the United Nations Common System of Salaries and Allowances' or 'the Inter-Organisation Mobility Accord' on a reciprocal basis.

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