

SENIOR JUDICIAL REFORM OFFICER

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RESTRUCTURING DEPARTMENT

THE INDEPENDENT JUDICIAL COMMISSION

Duty Station:

Sarajevo

THE INDEPENDENT JUDICIAL COMMISSION (IJC)

The Independent Judicial Commission (IJC), in accordance with its mandate, supports the work of the High Judicial and Prosecutorial Council of Republika Srpska, the High Judicial and Prosecutorial Council of the Federation of BiH and the High Judicial and Prosecutorial Council of BiH (HJPCs).

The IJC is composed of the following four departments: (i) Administration and Finance; (ii) Restructuring (RD); (iii) Investigation and Verification (IVD); and, the Disciplinary Prosecution Unit (DP). The support provided by the IVD includes receiving and verifying applications for judicial and prosecutorial office, advising the HJPCs on all matters relating to the appointment of judges and prosecutors, and assisting the Disciplinary Prosecutor in the processing of disciplinary actions. The support provided by the DP includes receiving and investigating complaints against judges and prosecutors, and as necessary, initiating disciplinary

proceedings before the appropriate disciplinary panels of the HJPC.

RD primarily provides advice and assistance in all matters relating to the restructuring and efficiency of the court system in BiH. The Administration and Finance department provides the financial and administrative support necessary to maintain on-going operations of IJC and the HJPCs.

PURPOSE AND SCOPE OF POSITION

Under the supervision of the Head of the Restructuring Department, the Senior Judicial Reform Officers work within the Restructuring Department to develop and implement plans for streamlining and restructuring the BiH court system. The Senior Judicial Reform Officers also take responsibility for other particular aspects of that work or for related judicial reform projects that fall within the aegis of the Department as directed by the Head.

DUTIES AND RESPONSIBILITIES

- To provide general advice to the IJC in devising and implementing a plan to restructure the BiH court system and other related judicial reform projects.
- To take responsibility for particular aspects of that work, as directed by the Head.
- To work with local authorities especially the courts and the Ministries of Justice on all matters related to these issues.
- To prepare legal opinions on issues such as the interpretation of local legislation for internal and external use.
- To draft legislation as required and to comment on draft legislation.
- To maintain close observation of the BiH judicial and legal systems including new developments.
- To liaise with other international organisations.
- To undertake other duties as required.

PROFESSIONAL REQUIREMENTS / QUALIFICATIONS

- Law degree;
- A minimum of eight years professional experience required in a practical legal setting, preferably as a judge, prosecutor, counsel, court administrator or within a Ministry of Justice;
- Previous experience in development work in countries in transition desirable, especially in Bosnia and Herzegovina or other countries of the former SFRY;
- Experience with or knowledge of European systems and norms preferred;
- Ability to operate both within the framework of a team and independently;
- Ability to work and draft legal documents in English;
- Mature judgement and flexibility;
- Computer literacy;
- Must be able and willing to travel within BiH.

Any personnel with the above qualifications should provide a detailed CV/Resume (in English) with a one-page cover letter and references to:

Personnel Department

Office of the High Representative

Emerika Bluma 1, 71000 Sarajevo

Bosnia and Herzegovina

Fax: +387 (0) 33 283 771

E-mail: application@ohr.int

Please quote Reference number: 2002/300

Closing date for applications: 4 November 2002

Only short listed candidates will be contacted and advised of exact dates of duration of contracts.