

# National Judicial Reform Officer; Independent Judicial Commission

## THE INDEPENDENT JUDICIAL COMMISSION (IJC)

The Independent Judicial Commission (IJC) is the lead agency for the co-ordination of judicial reform in Bosnia and Herzegovina and the development of judicial reform strategy. It provides opinions and advice to and works closely with Ministries of Justice, Judges, Prosecutors, other relevant national authorities and the international community regarding the process of judicial reform and the promotion of the rule of law and serves as a focal point for international assistance to judicial reform initiatives. It is currently spearheading a vigorous reform programme to enhance the independence and professionalism of the judiciary by restructuring the court system, the selection of judges and prosecutors and the institution of a High Judicial Council (HJC) responsible for the appointment and discipline of judges and prosecutors.

## PURPOSE AND SCOPE OF POSITION

The IVD will receive, review, and verify all application information, prepare an assessment of each applicant's qualifications, and then recommend applicants for further evaluation by the HJC.

The IVD and the IJC Field Offices will consist of international and national legal officers/investigators who will gather information about applicants. They will also be responsible for verifying, reviewing, and assessing the qualifications of applicants for judicial and prosecutorial

posts.

In the planning phase the IVD will be responsible for drafting legal provisions creating a selection process that is fair, transparent, and in conformity with Council of Europe standards, drafting rules of procedure for the HJC, preparing standard application forms, devising a strategy and timeline to announce vacant posts for courts and prosecutor's offices, and preparing background information on sitting judges and prosecutors in anticipation of appointment process.

#### **DUTIES AND RESPONSIBILITIES**

- Advise on all matters relating to the reselection process for judges and prosecutors, including preparing reports relating to individual judges and prosecutors;
- Assist with issues arising relating to the selection process for judges and prosecutors, including domestic legal issues and procedures;
- Co-ordinate verification of information in application materials provided by applicants for judicial and prosecutorial posts;
- Investigate allegations of misconduct by judges and prosecutors, either alone or working as part of a team;
- Maintaining an effective and updated filing system related to review process; and
- Performing related tasks as required, including occasional translation and interpretation.

#### **PROFESSIONAL REQUIREMENTS / QUALIFICATIONS**

- Law Degree;
- At least 3 years prior relevant professional experience required, preferably in a practical legal setting;

- Drafting ability;
- Excellent written and spoken English, including knowledge of legal terminology;
- Mature judgment;
- Ability to operate independently.

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](mailto:application@ohr.int)**

Please quote Reference number: 2002/281

**Closing date for applications: 11 October 2002**

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