RRTF Officer / Reconstruction and Return Task Force

PURPOSE AND SCOPE OF POSITION

The Reconstruction and Return Task Force (RRTF) of the OHR in Doboj is currently seeking a qualified candidate for the position of RRTF Officer. The RRTF Officer will represent OHR Doboj in the work of RRTF in the Tuzla region. He/she will draft policy documents relating to the work of the RRTF, maintain contacts with local and international partner organizations, and participate in negotiations with local authorities under the direction of the Deputy High Representative. The RRTF Officer will be expected to spend a substantial amount of time in the field, and should be fully cognizant of all relevant RRTF issues and developments.

The scope of work for this position is as follows:

- Research and policy making
- Liaison and coordination
- Negotiation

DUTIES AND RESPONSIBILITIESResearch and policy making

- Researching the needs of returnees and providing initial knowledge on information gaps in the Area of Responsibility (AOR)
- Collecting information on all reconstruction activities in the RRTF AOR
- Drafting policy and strategy documents relating to the work of the RRTF and producing bi-weekly reports for the RRTF Head of Region.

Liaison and Coordination

- Coordinating with other international organizations in addressing political and security aspects of return movements in the AOR
- Liaison with international organizations involved in third country returns
- Establishing and maintaining contacts with local authorities on return-related issues and providing political support in moving the return process forward
- Maintaining contacts with implementing agencies at the local level

Negotiation

- Conducting negotiations with local authorities on RRTF issues and property law implementation.

PROFESSIONAL REQUIREMENTS/QUALIFICATIONS

- University degree in relevant field
- Prior experience in reconstruction and DPRE issues is essential
- Excellent oral and written English, knowledge of local language is an advantage
- Excellent inter-personal and negotiation skills
- Solid understanding of the socio-political landscape in BiH and the Dayton Peace Agreement

Any person with this overall professional profile who wishes to be considered for the position should submit (in English) a CV and one page cover letter with references to:

Director of Personnel

Emerika Bluma 1, 71 000 Sarajevo

Fax: ++387 33 283 771 E-mail: application@ohr.int

Please quote Reference No. 2002/026

Closing date for applications: February 6, 2002