

COMMUNITY DEVELOPMENT/POLITICAL OFFICER

DUTY STATION: Brcko

GRADE: 8

CONTRACT TYPE: International

PURPOSE AND SCOPE OF POSITION:

The purpose of this position is to:

- Develop strategies for strengthening the institutional framework created by the Final Award, focusing on the relationship between citizens, associations, political parties and institutions;
- Co-ordinate the overall effort for the successful implementation of future District elections leading to public ownership of local institutions;
- Analyze and report on political developments in the District and participate in policy decisions and actions to be taken by the Supervisor.

The scope of this position includes:

- Policy analysis and development;
- Project formulation and implementation;
- Political analysis;
- Direction, co-ordination and facilitation.

DUTIES AND RESPONSIBILITIES

Strengthening the institutional framework

- Monitoring the implementation of the Law on Local Communities

of the Brcko District;

- Reviewing the Government and Assembly's policy of support to associations and local communities based on transparency, fairness and effectiveness; providing recommendations for reform;

- Developing projects that support capacity-building of non-governmental organizations, public participation in decision-making processes and good governance practices;

Coordination of work/programs related to future Brcko District elections

- Providing analysis and direction for the program for political party reform;

- Acting as OHR – BFAO's contact with all institutions/organizations involved in the preparation of Brcko District elections; facilitating and monitoring progress on election related issues, in particular the Election Law of the Brcko District and the process of voter registration; providing recommendations for action to be taken by the Supervisor; chairing the necessary working groups.

Political

- Liaising with political actors in the District to ensure efficient communication on political issues;

- Analyzing and reporting on political developments in the District;

- Assisting in preparing policy decisions and actions to be taken by the Supervisor, as appropriate.

Coordination of the activities of IC actors in the District in the fields of democratization, good governance and political party reform.

Management and supervision of two staff members dealing with Community Development and Political Affairs.

PROFESSIONAL REQUIREMENTS / QUALIFICATIONS:

- Masters degree in relevant field;
- Several years of working experience in post conflict society;
- Thorough understanding of the political and social landscape of the Brcko District an advantage;
- Experience in mediation strongly desirable;
- Excellent analytical skills and the capacity to develop guidelines for action;
- Excellent communication skills;
- Excellent command of both written and oral English;
- Knowledge of Bosnian/Serb/Croatian an advantage;
- Computer literacy.

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

Personnel Department

Office of the High Representative

Emerika Bluma 1, 71000 Sarajevo

Bosnia and Herzegovina

Fax: +387 (0) 33 283 771

application@ohr.int

E-mail:

Reference number: 2003/218 must be quoted

Closing date for applications: 28th July

Only short-listed candidates will be contacted

No telephone inquiries please