

# Human Rights Officer – Human Rights and Rule of Law Department

## PURPOSE AND SCOPE OF POSITION

The Human Rights and Rule of Law Department is currently seeking a qualified candidate for the position of Human Rights Officer. The successful candidate will fulfill responsibilities that include briefing and advising the Head of the Regional Office on human rights related matters, the formulation of locally appropriate intervention strategies in co-ordination with other agencies and assisting in ensuring the implementation of recommendations and decisions of Annex 6 and 7 Institutions. The Human Rights Officer will also liaise with the Human Rights and Rule of Law Department, the Regional Coordinator, and the Human Rights Co-ordination Center (HRCC), and will co-ordinate with implementing organizations, other OHR Regional Office departments and OHR Regional Offices on overlapping human rights issues. The incumbent will work under the general supervision of the Head of the Human Rights and Rule of Law Department, and under the direct supervision of the Head of the Regional Office.

## DUTIES AND RESPONSIBILITIES

1. Advising the Head of the Regional Office on human rights issues, which includes drafting of policy and intervention recommendations, background briefs, speaking points and letters;

2. Intervening with local authorities to ensure compliance with human rights standards, as well as implementation of legislation consistent with the Dayton Peace Agreement and internationally recognized standards;
3. Chairing the Regional Human Rights Working Group (HRWG) and related sub-working groups, as appropriate, and coordinating policies and interventions relating to human rights issues;
4. Ensuring communication with and the application of recommendations and policy guidance from OHR Sarajevo, the Human Rights Steering Board, and the Human Rights Co-ordination Center, to the HRWG members;
5. Coordinating with other departments of the OHR Regional Office and other OHR Regional Offices to ensure cohesive strategy and policy is applied in cases of overlapping or shared issues/allegations of human rights abuses; and
6. Other tasks as required

## PROFESSIONAL REQUIREMENTS / QUALIFICATIONS

1. University degree in Social/Political Sciences or Law, preferably with human rights specialization
2. Experience in human rights field work an advantage
3. Experience with international organizations an advantage

4. Excellent communication skills
5. Knowledge of an official language of BiH an advantage
6. Computer literacy essential
7. Multi-cultural awareness and sensitivity
8. Ability to work in a team environment and individually

Any personnel with the above qualifications should provide (in English) a comprehensive CV or an OHR application form with a one-page cover letter and references to:

Personnel Department

OHR Sarajevo

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 No. 621/01

Closing date for applications: December 24, 2001

NO TELEPHONE ENQUIRIES PLEASE