

LEGAL OFFICER FOR ELECTORAL LAW AND PUBLIC LAW

Duty Station: Sarajevo

Contract Type: National Contractor (full-time)

Grade: 7

PURPOSE AND SCOPE OF POSITION

The Department for Legal Affairs of the OHR itself functions as a legal service for all other departments of the OHR and is the main source of authoritative legal advice to the High Representative on legal issues, in particular those involving the interpretation of the General Framework Agreement for Peace in Bosnia and Herzegovina (GFAP) as well as on other international and domestic law matters. The Department for Legal Affairs provides specialist legal services in all areas of major importance to the High Representative and the Departments of the Office of the High Representative.

The role of the Department for Legal Affairs bears a particular weight of responsibility considering the mandate of the High Representative under Article V of Annex 10 to the GFAP, as the final authority in theatre regarding interpretation of the Agreement on Civilian Implementation of the Peace Settlement.

The Legal Officer works in close coordination with other Legal Advisors in the OHR Department for Legal Affairs and reports to the Head of the Department for Legal Affairs. He/she will be responsible for preparing analysis and recommendations related to public law questions, electoral questions, and, as required, any other pertinent legal issue. He/she shall be in contact with local authorities on issues falling within his/her portfolio. In particular, he/she shall be maintaining contact, for the OHR, with the Central Election Commission of

BiH. Among others, he/she will assist in preparing analysis and recommendations on legal issues related the following fields:

- Public Law matters including, among others, the distribution of constitutional competencies between the various levels of government in BiH, the functioning of institutions in BiH as well as all other questions related to Public Law;
- Comparative studies on constitutional and public law matters;
- Matters related to electoral legislation and electoral questions in general;
- Other matters as necessary and as decided by the Head of Department for Legal Affairs.

DUTIES AND RESPONSIBILITIES:

- Serve as a point of contact for all questions related to electoral matters;
- Ensure proper follow-up of electoral matters at all levels of government in Bosnia and Herzegovina, in particular, electoral legislation;
- Work together with national authorities, and in particular officials within the Central Election Commission and other relevant institutions of Bosnia and Herzegovina;
- Participate on behalf of the OHR, in working groups, initiated in and outside of OHR, within his/her field of responsibility;
- Work with and advise civilian organizations and agencies in BiH in his/her field of responsibility and, in particular, participate in the coordination with relevant multilateral organizations to determine consistent strategies concerning his/her field of responsibilities, and ensure the implementation of said strategies;
- Draft letters, prepare background papers and talking

- points for the Head of Department;
- As requested by the Head of the Department for Legal Affairs, attend and participates in meetings of the High Representative and his Principal Deputy when matters falling within his/her fields of responsibility are being discussed;
 - Review the agenda of various government and parliamentary bodies, to ensure that legislation which is put out is consistent with Dayton and the objectives behind developing the legislative framework for BiH;
 - Assist the head of department in preparing OHR's responses to challenges before domestic and international jurisdictions, in particular before the European Court on Human Rights and the BiH Constitutional Court;
 - Answer questions of Public International Law, as directed by the Head of the Department;
 - Other tasks as assigned by the Head of Department for Legal Affairs.

PROFESSIONAL REQUIREMENTS/QUALIFICATIONS

- Law Degree;
- Have at last 1 year of relevant professional experience;
- Excellent drafting skills with very good written and spoken English, including knowledge of legal terminology and ability to draft legal documents;
- Experience with or knowledge of other legal systems and norms;
- Sound knowledge of the BiH Constitutional and Legal system, including excellent command of the case law of the Constitutional Courts in BiH;
- Sound knowledge of international law;
- Relevant experience in electoral issues;
- Mature judgement and flexible;
- Computer literate;
- Ability to work autonomously with minimal supervision,

and to operate as a part of a team.

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

***Human Resources
Office of the High Representative
Emerika Bluma 1, 71000 Sarajevo
Bosnia and Herzegovina
E-mail: application@ohr.int***

Reference number: 2024/006

Closing date for applications: 26 May 2024

Only short-listed candidates will be contacted

No telephone inquiries please