PROSECUTORIAL REFORM ADVISER

DUTY STATION: Sarajevo

GRADE: 9

CONTRACT TYPE: International (Short-term)

PURPOSE AND SCOPE OF POSITION:

The Prosecutorial Reform Adviser works closely with and assists the Head and Deputy Head in the development and implementation of plans for restructuring of the BiH prosecutorial service on Federal, Cantonal, Municipal, RS, District and Basic level. This is in order to achieve centralization and consolidation in reducing the number of offices throughout BiH. The Adviser also assists in managing and coordinating the work of the EU experts assigned to CIPRU as well as any external consultants working with the Unit. He/she also monitors the progress of all restructuring and related initiatives and in the liaising with domestic and international organizations involved in these activities. In this relation he/she will also address and coordinate with local authorities on cantonal and entity level, as well as consulting and liaise with the personnel holding prosecutorial posts on all levels.

The adviser will work on the assessment of various premises for the consolidated prosecutorial service in order to facilitate the new offices in order to make a plan on how to implement the project and to estimate the necessary funding. He/she will also assess needs of equipment required for the implementation of the restructuring, and work on the issuance of internal book of rules and regulations in order and determination of needs of support staff in the restructured offices.

In addition he/she assists and contributes to the project related to Specialized Departments in Prosecutors offices.

The Prosecutorial Reform Adviser will coordinate with the High Judicial and Prosecutorial Council, its Secretariat and other OHR Departments in these regards.

DUTIES AND RESPONSIBILITIES:

- To assist in devising and implementing a plan to restructure the BiH Prosecutorial system and in developing of policy and action plans within the Unit for the restructuring and its implementation;
- To collect and analyse regulations and all relevant data regarding the prosecutorial services throughout BiH in order to assess necessary changes to implement the prosecutorial reform.;
- To assess the needs and availability of premises for the restructured prosecutorial system and address logistical problems with local authorities;
- To assist in the issuance of an action plan including forecast of a budget proposal in order to implement the restructuring;
- To analyse the impact on prosecutorial and criminal reform on the need of staffing, training and equipment, as well as the impact on caseload and need and implementation of better case management and better work habits;
- To identify other projects required to ensure or enhance the success of the restructuring process;
- Within the context of the CIPRU to work with international donors as well as local authorities and to provide advise to Ministries of Justice, prosecutors and other organisations on all matters related to these issues.

PROFESSIONAL REQUIREMENTS / QUALIFICATIONS:

§ Law degree;

§ A minimum of four years professional experience required in a practical legal setting, preferably as a judge, prosecutor, counsel, court administrator or within a Ministry of Justice;

§ Previous experience in development work in countries in transition desirable, especially in Bosnia and Herzegovina or other countries of the former SFRY;

§ Experience with or knowledge of European systems and norms preferred;

§ Ability to operate both within the framework of a team and independently;

§ Ability to work and draft legal documents in English;

§ Mature judgment and flexibility;

§ Computer literacy;

§ Must be able and willing to travel within BiH.

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 E-mail: application@ohr.int

Reference numbers 2004/284 must be quoted
Closing date for applications: 2 June 2004

Only short-listed candidates will be contacted

No telephone inquiries please