

VACANCY ANNOUNCEMENT



July 2016

Secretary-General (Head of the Organization)

The International Commission of Jurists (ICJ) is a worldwide network of judges and lawyers united in affirming international law and rule of law principles that advance human rights.

The ICJ is seeking to recruit a Secretary-General as Chief Executive Officer of the organization and be in charge of and responsible for the work of the International Secretariat. S/he will provide leadership for the ICJ's engagement with its global network and represent the organization to important stakeholders. The ideal candidate is a lawyer of high standing with demonstrated experience in international human rights law as well as in programme and staff management. S/he should be available to take up the post around March 2017.

MAIN RESPONSIBILITIES

The Secretary-General will have the following responsibilities:

- Supervise the operations of the ICJ's Geneva office and its regional and country offices;
- Appoint and overall supervise all staff, interns and consultants;
- Co-ordinate and develop strategies and programmes to promote and protect human rights under the rule of law;
- Supervise the design and implementation of programme strategies of the ICJ's Regional Programmes and the Legal and Policy Office;
- Provide leadership for the organization's engagement with its global network and give advice on legal and political developments, immediate and long term objectives and advocacy strategies;
- Represent the organization to governments, intergovernmental organizations, and the broader human rights community, the media and the general public;
- Drive the development of fundraising strategies and actively participate in fundraising activities;
- Manage the organization's resources and budget;
- Direct the development of the organization's communication plans and media approach;
- Promote collaboration and exchanges between ICJ programmes and offices;
- Account to the Commission and the Executive for the execution of his or her responsibilities.

QUALIFICATIONS AND SKILLS

The successful candidate will have:

Education & Experience

- Degree in law and further academic qualification in public international law, international human rights law or international humanitarian law;
- Twenty years experience as a lawyer, including demonstrated experience in international human rights law. Engagement with international or regional human rights systems and practical legal and advocacy experience at the national level;
- Ten years progressive experience working with inter-governmental human rights systems (United Nations and/or regional human rights systems);
- Excellent applied knowledge of international human rights law, humanitarian law and international and regional human rights jurisprudence;
- Ten years programme and staff management experience in an international or non-governmental organization.

Other requirements

- Excellent leadership and management skills;
- Established and respected reputation in international law, particularly international human rights law;
- Excellent political judgment and the proven ability to develop and carry out innovative advocacy strategies;
- Excellent verbal and written communication skills in English. Fluency in French or Spanish would be an advantage;
- At ease with finance, fundraising and outreach;
- Ability to undertake frequent international travel;
- Demonstrated commitment to human rights and the rule of law.

The ICJ is an equal opportunities employer.

APPLICATIONS close on **4 September 2016** and should be addressed with your resume (maximum two pages), a cover letter (maximum two pages) and the names of at least two references to:

Ref: Secretary General

By email: recruitment@icj.org

Please appreciate that due to the volume of applications, only short-listed candidates will be contacted. We cannot answer phone enquiries. We thank you for your understanding.