

## VACANCY ANNOUNCEMENT

March 2019

### **Legal and Policy Adviser, Latin America**

The International Commission of Jurists (ICJ) is a global network of advocates promoting justice and human rights.

The ICJ has an exciting new opening for a Legal and Policy Adviser who will help develop and guide the implementation of the ICJ's strategic legal and policy objectives in Latin America, with significant input into the development of the ICJ's global strategy. This is a full-time position, starting in June 2019. The position is preferably based in Bogotá, Colombia, although other locations may be acceptable.

The ideal candidate will have a degree in law, with extensive academic study of public international law and international human rights law, and at least 7 years of legal experience at the national, regional, or international levels. Experience working for, or extensively engaging with, inter-governmental organizations or human rights NGOs is desirable. We are looking for someone who is passionate about human rights, has a strong commitment to gender and diversity, is keen to engage in public advocacy, and works in a collaborative way to deliver on time.

#### **RESPONSIBILITIES**

The Legal and Policy Adviser will contribute to implementation of the ICJ's strategic legal and policy objectives globally, with a particular focus on ICJ programme work in Central and South America. Reporting to the ICJ Legal and Policy Director, based at the ICJ's headquarters in Geneva, Switzerland, the Legal and Policy Adviser will:

- Help develop and guide strategy and policy for the implementation of ICJ's programme work in Latin America, as well as on potential expansion work within the region;
- Undertake legal and policy research and analysis of strategic issues and processes, particularly in the Latin America region and elsewhere as required;
- Undertake review of programme documents in the Latin America region, and elsewhere when required, making legal and policy revisions;
- Assist in providing legal and policy guidance to staff in the region;
- Assist with the development of legal or policy positions and legal reference materials;
- Assist in the development of standard-setting and strategic litigation, particularly in the Latin American region;
- Represent the ICJ externally, including during ICJ missions and in engagements with governments and intergovernmental organizations such as the OAS and UN;
- Undertake media work on behalf of the ICJ;
- Carry out other responsibilities as indicated by the Legal and Policy Director or Secretary General.

#### **QUALIFICATIONS**

The successful candidate will have:

##### **Education & Experience**

- Experience working in the region;

- University degree in law with extensive academic study of public international law and international human rights law (knowledge of international criminal law and humanitarian law is an advantage);
- At least 7 years of legal experience at the national, regional, or international levels;
- Experience working for, or extensively engaging with, inter-governmental organizations or human rights NGOs.

### **Essential Skills**

- Demonstrated commitment to human rights, equality and non-discrimination and the rule of law;
- Excellent legal and political judgment and proven ability to develop and carry out innovative legal advocacy strategies;
- Demonstrated excellent analytical and writing competency;
- Strong research, writing and analytical skills;
- Excellent oral and written Spanish and English;
- Sound organizational skills and the ability to manage conflicting demands and to meet deadlines;
- Excellent interpersonal skills and ability to work with flexibility and as part of a multicultural team.

The ICJ is an equal opportunities employer and offers competitive salary package.

### **Applications:**

Applications close on **Sunday 31 March 2019** and should be addressed with your CV, a cover letter and the names and contact details of at least two referees to:

Ref: Latin America Legal and Policy Adviser

By email: [recruitment@icj.org](mailto:recruitment@icj.org)

**Please appreciate that, owing to the volume of applicants, only short-listed candidates will be contacted. We regret that we are unable to answer phone enquiries.**