The International Commission of Jurists (ICJ) is an international non-governmental organization of legal professionals that works for the legal protection of human rights and the rule of law around the world.

The ICJ is seeking a consultant, acting in the capacity of Legal Adviser consultant to implement its program work for strengthening the rule of law and human rights in South America, with a specific focus in Venezuela. This is a full-time consultant position for 11 months starting in May 2020. The position is ideally based in Colombia.

The ideal candidate will be a lawyer, but also will have experience managing the administrative and logistical parts of projects. Additionally, the candidate should have a degree in law; and at least 4 years of experience in a national or international NGO working on implementation of similar projects. We are looking for someone who is passionate about human rights, has a strong commitment to gender and diversity, and works in a collaborative way to deliver on time. We encourage Venezuelan lawyers to apply to this position.

**RESPONSIBILITIES**

The Legal Advisor Consultant will have the following responsibilities:

- Providing analysis on the human right’s situation occurring in South America with a special focus in Venezuela;
- Drafting documents addressing various areas of human rights law, the administration of justice and the independence of the judiciary;
- Preparing reports to the donor;
- Managing administrative aspects of the project’s work, including, logistics.
- Preparing the technical and logistical parts of advocacy trips;
- Contributing to the development, and monitoring and implementation of the Project’s work plan and adjusting it when needed;
- Ensuring that publications and dossiers to be produced by the Programme are delivered on time and meet donor visibility requirements in collaboration with the ICJ media and communications department;
- Carry out other assignments as requested.

**QUALIFICATIONS**

The successful candidate will have:

**Education & Experience**

- Degree in law; further academic studies in human rights, international law or international relations is desirable;
- Minimum 4 years of experience;
- Experience working in the Latin American region, with specific knowledge of Venezuela human rights’ situation;
- Knowledge of and experience of working with the United Nations and/or Inter American Human Rights system is highly desirable.
Essential Skills

- Demonstrated commitment to human rights, equality and non-discrimination and the rule of law;
- Demonstrated analytical and writing ability;
- Excellent management skills;
- Ability to manage a heavy workload, conflicting demands, and to meet deadlines;
- Excellent political knowledge and judgment;
- Excellent oral and written Spanish and English;
- 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 a competitive salary package.

Please note that ICJ is not able to provide a work permit for Colombia or any of the neighbouring countries.

Applications:

Applications close on April 22 2020 and should be addressed with your CV, a cover letter and the names and contact details of at least two referees to:

Ref: South America legal adviser consultant
By email: recruitment@icj.org

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