

UNITED NATIONS ASSISTANCE MISSION IN AFGHANISTAN

UNAMA

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VACANCY ANNOUNCEMENT # 113/03/2009

Title: **National Human Rights Officer**
Number of post: One
Type of contract: Appointment for Limited Duration (ALD)
Category: National Professional Officer (NPO)
Duration: First three months probationary; renewable
Level: NO-B
Duty station: Kabul
Unit/Section: Human Rights Unit
Issuing date: 10 March 2009
Closing date: 09 April 2009

Under the direct supervision of the International Human Rights Officer, the National Human Rights Officer performs the following duties:

Duties and Responsibilities:

- Maintains up to date knowledge of human rights issues, including relevant political and legal developments;

- Gathers, research and analyses human rights information, including gender-specific indicators;

- Monitors human rights developments in the area of responsibility by fielding missions at the provincial and district level;

- Monitors judicial developments in area of responsibility, including monitoring court cases and preparing reports and updates as necessary.

- Prepares analysis of specific human rights issues and trends, including drafting regular reports; makes recommendations for action by UNAMA to address issues of concern;

- Participate in discussions with relevant authorities and other influential actors with the aim of stopping or preventing human rights violations or seek other remedial action by the authorities to prevent similar violations occurring in the future;

- Liaises and maintains regular contact with the authorities, the Afghan Independent Human Rights Commission, non-governmental organizations, civil society actors, United Nations agencies and other partners to create baseline data on the human rights situation, with special attention to vulnerable groups;

- Direct capacity-building efforts on human rights including designing and conducting training and promotional activities;

- Define work plan for area assigned in accordance with established terms of reference;

- Plan and coordinate activities related to thematic and country mandates on human rights;

- May provide guidance to new/junior staff;

- Performs any other related duties as required.

Competencies:

Professionalism: Good knowledge and understanding of a range of human rights issues; good knowledge of institutional mandates, policies and guidelines related to human rights; good research and analytical skills, including ability to evaluate and integrate information from a variety of sources and assess impact on the human rights situation; ability to identify and participate in the resolution of relevant issues/problems; demonstrated ability to apply good judgment in the context of assignments given; Ability to carry out work in a neutral and impartial way; Commitment to implementing the goal of gender equality by ensuring equal participation and full involvement of women and men in all aspects of peace operations.

Planning and Organizing: Demonstrated ability to establish priorities and to plan, coordinate and monitor own work plan and work under pressure of frequent and tight deadlines.

Creativity: Ability to actively seek to improve services, offer new and different options to solve problems/meet client needs, and promote and persuade others to consider new ideas. Ability to take initiative in consultation with UNAMA Focal Point.

Communication: Strong communication (spoken, written and presentational) skills, including ability to speak and write in a clear and concise manner, including ability to draft a variety of reports, correspondence, to deliver training presentations to external audiences etc in English and Dari or Pashto; ability to build/maintain effective partnerships.

Technological Awareness: Basic computer skills, including familiarity with the internet and Microsoft Word; **Teamwork:** Proven interpersonal skills; ability work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.

Qualifications:

Education:

- University degree preferably in Political or Social Science, International Relations or Law.

Experience:

- At least 5 years progressively responsible work experience in areas closely related to political science, international relations or law; knowledge of human rights as well as legal issues; knowledge of the Afghan political environment and Afghan law

Language:

- Excellent English and Dari/Pashto language skills (written and oral);

Applicants meeting the above qualifications are requested to submit the following only:

A one-page Covering Letter expressing your interest/ suitability for this Post
Curriculum Vitae (CV) & the P-11
Copy of University degree & National ID; Tazkira.

Note: You are requested not to attach any other extra documents like experience certificates etc.

If you are sending your applications in Hard Copies, please address them to:

**Personnel Section, UN Operation Centre in Afghanistan (UNOCA), Jalalabad Road, Kabul,
Afghanistan,**

If you are sending your applications in Soft Copies, please Email your application to:

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unamava_substantive@un.org

Note: Only those applications will be reviewed that clearly indicate the **vacancy announcement number and the functional title of the post** in the email subject line ; if the application is being sent via email or on the envelope; if it is being sent in hard copies

We request that you kindly review the VA carefully to check that you meet the minimum requirement for the post, and then apply.