



Head, Human Rights Department (P5) (ODI000179)

Primary Location

Office for Democratic Institutions and Human Rights (ODIHR), Warsaw

Job Information

Profile

Employee Status

Fixed Term

Job Type

Contracted

Schedule

Full-time

Education Level

Master's Degree (Second-level university degree or equivalent)

Compensation

Contract Type

International Contracted

Appointment Type

SM.C.I|Fixed-term

Grade

P5 - INS.P5

Contract Duration

24 months

Currency

Euro (EUR)

Job Description

Background:

The OSCE has a comprehensive approach to security that encompasses politico-military, economic and environmental, and human aspects. It therefore addresses a wide range of security-related concerns, including arms control, confidence- and security-building measures, human rights, national minorities, democratization, policing strategies, counter-terrorism and economic and environmental activities. All 57 participating States enjoy equal status, and decisions are taken by consensus on a politically, but not legally binding basis.

The Office for Democratic Institutions and Human Rights (ODIHR) is the principal institution of the OSCE responsible for the human dimension. ODIHR is active throughout the OSCE area in the fields of election observation, democratic development, human rights, tolerance and non-discrimination, and the rule of law. ODIHR's assistance projects and other activities are implemented in participating States in accordance with ODIHR's mandate.

The ODIHR's Human Rights Department (HRD) provides support to participating States in implementing their OSCE commitments with regards to human rights and fundamental freedoms. ODIHR provides participating States with advice and assistance, supports individuals, civil society, National Human Rights Institutions and state officials with targeted training and education. ODIHR covers broad spectrum of issues, ranging from the fundamental freedoms of religion or belief, assembly and association, to reporting on the use of the death penalty, monitoring the situation of human rights defenders, addressing trafficking in human beings and preventing torture and other forms of ill-treatment. ODIHR also promotes gender equality in the security sector and human rights compliant policies and practice in the fight against terrorism.

Tasks and Responsibilities:

The Head, Human Rights Department works within the delegated authority and under the overall guidance of the Director and direct supervision of the First Deputy Director of OSCE/ODIHR. The Head of Department is responsible for:

1. Advising and assisting the leadership of the OSCE/ODIHR with the definition of priorities on human rights-related issues;
2. Shaping and implementing ODIHR's strategy with regards to human rights-related issues;

3. Managing human and financial resources allocated to the Department;
4. Establishing and maintaining relations with key partners and relevant organizations;
5. Representing the Office at international conferences and meetings;
6. Performing other duties as required.

For more detailed information on the structure and work of ODIHR, please see: <http://www.osce.org/odihr>.

Necessary Qualifications:

- Second-level university degree in human rights, political science, law or related field; a first-level university degree in combination with two years of additional qualifying experience may be accepted in lieu of the advanced university degree;
- A minimum of ten years of progressively responsible experience in human rights or related fields, preferable in an international or otherwise multicultural environment;
- Leadership skills and management experience are essential in order to be able to provide a clear direction as to what roles and responsibilities each team member has in implementing the plans, to support the staff members in fulfilling those roles and responsibilities, as well as to effectively manage financial resources;
- Demonstrated experience in project management, including technical knowledge of all stages of the project management cycle;
- Field experience and international organization experience is desirable;
- Working experience from several OSCE participating States from various sub-regions is desirable;
- Ability to exercise sound judgement on politically sensitive subject matters;
- Excellent written and oral communication skills in English; knowledge of Russian or another OSCE language is desirable;
- Demonstrated gender awareness and sensitivity, and an ability to integrate a gender perspective into tasks and activities;
- Ability to work with people with different national, religious or cultural backgrounds.

Remuneration Package:

Monthly remuneration is approximately EUR 10,300 depending on post adjustment and family status. OSCE salaries are exempt from taxation in Poland. Social security will include participation in the Cigna International medical insurance scheme and OSCE Provident Fund maintained by the OSCE. The Organization contributes an amount equivalent to 15% of the employee's salary to this Fund and the employee contributes 7.5%. Other allowances and benefits are similar to those offered under the United Nations Common System.

Please note that appointments are normally made at step 1 of the applicable OSCE salary scale.

If you wish to apply for this position, please use the OSCE's online application link found under <https://vacancies.osce.org/>.

The OSCE retains the discretion to re-advertise/re-post the vacancy, to cancel the recruitment, to offer an appointment at a lower grade or to offer an appointment with a modified job description or for a different duration.

Only those candidates who are selected to participate in the subsequent stages of recruitment will be contacted.

Please note that vacancies in the OSCE are open for competition only amongst nationals of participating States, please see <https://www.osce.org/participating-states>.

The OSCE is committed to diversity and inclusion within its workforce, and encourages qualified female and male candidates from all religious, ethnic and social backgrounds to apply to become a part of the Organization.

Candidates should be aware that OSCE officials shall conduct themselves at all times in a manner befitting the status of an international civil servant. This includes avoiding any action which may adversely reflect on the integrity, independence and impartiality of their position and function as officials of the OSCE. The OSCE is committed to applying the highest ethical standards in carrying out its mandate. For more information on the values set out in OSCE Competency Model, please see <https://jobs.osce.org/resources/document/our-competency-model>.

The OSCE is a non-career organization committed to the principle of staff rotation, therefore the maximum period of service in this post is 5 years. The mandatory retirement age at the OSCE is 65 years for contracted positions at the general service, professional and director level. The organization shall apply an age limit of 63 years at the time of appointment as the incumbent selected is normally expected to carry out the contractual obligation of two years.

Please be aware that the OSCE does not request payment at any stage of the application and review process.

Issue Date

13-09-2024

Number of posts

1

Closing Date

28-10-2024

Target Start Date

As soon as possible