



NACIONES UNIDAS
DERECHOS HUMANOS
OFICINA DEL ALTO COMISIONADO
México

CORE VALUES: *INTEGRITY, PROFESSIONALISM, RESPECT FOR DIVERSITY*

Human Rights Associate (GS-6)

DEADLINE FOR APPLICATIONS: March 31, 2015

DATE OF ISSUANCE: March 17, 2015

ORGANIZATIONAL UNIT: OHCHR Mexico

DUTY STATION: Mexico

Description of functions

Under the direct supervision of the Head of the Legal Unit, the general guidance of the Deputy Representative and the overall guidance of Representative the incumbent will be responsible for the following duties:

- Provide technical advice, evaluation and legal analysis on the international norms, mechanisms and recommendations on human rights, especially on human rights defenders.
- Contribute to promote and disseminate international standards and principles, especially on human rights defenders.
- Provide technical advice on protection mechanisms to human rights defenders and journalists.
- Participate in the elaboration of thematic and analytical documents, as well as provide inputs to preparing documents and reports.
- Follow-up the recommendations issued by human rights mechanisms and procedures as well as treaty bodies.
- Conduct human rights workshops and assist the Office in capacity building and training activities.
- Provide legal assistance to petitions presented to the Office alleging human rights violations and give advice on the international human rights mechanisms.
- Provide information and follow up the development of the data base of the human rights situations that the Office is monitoring.
- Contribute in all the activities of the Office in order to follow up the human rights situation of the country.
- Perform other related work as required.
- Assist in other related tasks necessary for the completion of the objectives and the general mandate of the OHCHR-Mexico.



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Competencies

Professionalism - Good knowledge of the international human rights standards and their practical implementation and exposure to a range of human rights issues, to include approaches and techniques to address sensitive problems. Demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; good capacity of analysis and synthesis including ability to evaluate and integrate information from a variety of sources and assess impact on the human rights situation. **Communication** - Good communication (spoken, written and presentational) skills, including the ability to produce a variety of written reports. **Planning and organizing** - Demonstrated organizational skills and ability to establish priorities and to plan coordinate and monitor related activities. Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently. **Teamwork** - Proven interpersonal skills and ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity. **Technological awareness** - proficiency in use of relevant software applications and systems (particularly Spreadsheets, Word-processing, and Presentation software) required.

QUALIFICATIONS

Education

Complete secondary education, high school education diploma or equivalent. Specific training in a field relevant to Human Rights or related area will be an asset. University degree in law or equivalent would be desirable, but it is not a requirement.

Work Experience

At least 6 years of progressively experience at national and/or international levels in the human rights or related field. Previous experience with United Nations or an international organization will be an advantage.

Languages

Fluency in Spanish and English, both written and spoken.

Other Desirable Skills

Good capacity to work under pressure.

The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs. (Charter of the United Nations - Chapter 3, article 8). English and French are the two working languages of the United Nations Secretariat. The United Nations Secretariat is a non-smoking environment.