

CORE VALUES: INTEGRITY, PROFESSIONALISM, RESPECT FOR DIVERSITY

I. Position Information - 42873

Job Code Title:	Human Rights Officer (Vulnerable groups)
Pre-classified Grade:	NO-A
Supervisor :	Deputy Representative
Organizational Unit:	OHCHR Mexico
Duty Station:	Mexico City

II. Organizational Context

Under the guidance and direct supervision of the Deputy Representative, and the overall direction of the Representative, the Human Rights Officer/NO-A will be responsible for the following duties:

III. Main duties / Key results

Main duties

- Promotes and disseminates international human rights standards and principles.
- Participates in the documentation of cases for human rights violations involving members of vulnerable groups (indigenous peoples, migrants, and people with disabilities).
- Coordinates the office's efforts in relation to vulnerable groups.
- Provides technical input, evaluation support and legal analysis on the international norms, mechanisms and recommendations on human rights.
- Provides technical input to the Legislative Branches in order to harmonize the Mexican legal framework with international human rights standards.
- Supports OHCHR Mexico in liaising and advocating with relevant national and local authorities,
- Contributes to promote and disseminate international standards and principles.
- Coordinates the elaboration of thematic and analytical documents, as well as provide inputs to the preparation of documents and reports on indigenous peoples' rights, migrants and people with disabilities.
- Follows-up on recommendations issued by human rights mechanisms and procedures as well as treaty bodies.
- Coordinates human rights workshops, official travel and assists the Office in capacity building and training activities related to the rights of indigenous peoples, migrants and persons with disabilities.
- Contributes to all the activities of the Office in order to follow up the human rights situation of the country.
- Performs other related duties as required.

Other related tasks

- ❑ Assist in other related tasks necessary for the completion of the objectives and the general mandate of the OHCHR-Mexico.

IV. Impact of Results

The key results have an impact on the delivery of OHCHR Mexico's work plan, in particular regarding the ability to contribute to the Office's assessment of the human rights situation on the ground. The Human Rights Officer's work should also impact the Office's capacity to provide accurate recommendations to authorities aimed at ensuring the implementation of human rights standards.

V. Competencies

- **Professionalism** - 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. Capacity to analyze and synthesize including ability to evaluate and integrate information from a variety of sources and assess impact on the human rights situation. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work
- **Communication** - Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed.
- **Planning and Organizing** - 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** - Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.
- **Accountability** - Takes ownership of all responsibilities and honours commitments; delivers outputs for which one has responsibility within prescribed time, cost and quality standards; operates in compliance with organizational regulations and rules; supports subordinates, provides oversight and takes responsibility for delegated assignments; takes personal responsibility for his/her own shortcomings and those of the work unit, where applicable.

VI. Recruitment Qualifications

Education:	An Advanced degree (Master's Degree or equivalent degree) in Law, International Relations, Political Science or related fields is required. A first level degree in Law, International Relations, Political Science or related fields, in combination with two additional years of qualifying experience may be accepted in lieu of the advanced degree.
Experience:	A minimum of 2 years of progressively responsible and relevant experience in human rights at national or international level is required. Previous experience working with the United Nations or an international organization is an advantage.

Language Requirements:	Fluency in Spanish and English (both written and spoken) is required. Knowledge of another official United Nations language is an advantage.
Other Skills:	Basic knowledge of Word, Excel, and PowerPoint. Ability to coordinate and supervise support staff.

VII. Applications

Please send your electronic United Nations PHP form duly signed and relevant academic/professional certificates to the following e-mail: rhmexico@ohchr.org. Please clearly mark your application with the subject "Human Rights Officer (Monitoring Unit)"

Deadline for Applications: June 3, 2018
Date of Issuance: May 21, 2018

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