

CORE VALUES: INTEGRITY, PROFESSIONALISM, RESPECT FOR DIVERSITY

I. Position Information 49504

Job Code Title:	Assistant Human Rights Officer – Grave Human Rights Violations
Pre-classified Grade:	NO-A
Supervisor:	Coordinator of the Grave Human Rights Violations Unit
Organizational Unit:	OHCHR Mexico
Duty Station:	Mexico City

II. Organizational Context

Under the direct guidance and supervision of the Coordinator of the Grave Human Rights Violations Unit and the overall direction of the Head of Office, the Human Rights Officer/NO-A will be responsible for the following duties:

III. Main duties / Key results

- Provides technical input, analysis and recommendations on structural reforms relating to combatting impunity for serious human rights violations.
- Engages in research on the application of human rights standards in federal and state level laws, public policies and action plans related to grave human rights violations (such as extrajudicial executions, disappearances, torture, and arbitrary detention), accountability and due process, amongst other issues. In this regard, prepares concept papers, briefs and reports for both internal and external use.
- Monitors and documents cases of grave human rights violations as well the State's response to these, with particular emphasis on the investigation of these violations.
- Liaises with authorities from the three branches and national human rights institutions (both at federal and state level) so as to enhance awareness and implementation of human rights standards related to grave human rights violations, accountability and due process.
- Liaises with human rights defenders, civil society actors (including academia) and victims to receive information, raise awareness as to relevant human rights standards and coordinate relevant actions.
- Supports the work of international human rights mechanisms, including by working with relevant counterparts to ensure that the recommendations of the mechanisms on Mexico are implemented.

- Liaises with the United Nations Country Team to ensure adequate planning, implementation and follow-up of joint activities.
- Conducts human rights workshops and assist the Office in capacity building and training activities.
- Provides assistance to complaints presented to the Office alleging human rights violations, in particular relating to the relevant international human rights mechanisms.
- Performs other related tasks as required.

IV. Impact of Results

The staff member's work should have an impact on the effective fulfilment of OHCHR Mexico's work plan. The staff member's performance will be assessed periodically to ensure impact and feedback provided to guarantee that the competencies required are being met.

V. Competencies

- **Professionalism** - 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.
- **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.
- **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 the audience; Demonstrates openness in sharing information and keeping people informed.

VI. Recruitment Qualifications

Education:	<ul style="list-style-type: none"> • Master's Degree or equivalent degree in law, political sciences, international relations, social sciences or any other discipline related to human rights is required. • Alternatively, a Bachelor's Degree in law, political sciences, international relations, social sciences or any other discipline related to human rights in combination with two additional years of relevant work experience in a human rights related field may be accepted in lieu of the advanced university degree.
Experience:	<ul style="list-style-type: none"> - Applicants to positions at this level who have an advanced university degree in a relevant field of study are not required to have professional work experience. For applicants who have a first level university degree, two additional years of qualifying work experience at national and/or international levels in the human rights field is required. - Working experience with SPSS or other statistical software will be an advantage. - Experience working with the United Nations or other 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.

VII. Applications

Please send your electronic United Nations P-11 form duly signed and relevant academic/professional certificates to the following e-mail: ohchr-rhmexico@un.org. Please clearly mark your application with the subject "Assistant Human Rights Officer - Grave Human Rights Violations (NOA)".

Deadline for Applications: **20 March 2023**
Date of Issuance: 28 February 2023

*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).
The United Nations Secretariat is a non-smoking environment.*