



**UNAKRT**

United Nations Assistance to the Khmer Rouge Trials

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|--------------------------------------|---------------------------------------|
| Vacancy number:                      | <b>VA/OCIJ/2018/10</b>                |
| Office:                              | Office of the Co-Investigating Judges |
| Status:                              | Consultant/Individual Contractor (IC) |
| Duration:                            | On monthly basis                      |
| Fee:                                 | USD 3,000 per month worked            |
| Date Issued:                         | 24 September 2018                     |
| Location:                            | Home Based                            |
| Deadline for receiving applications: | 08 October 2018                       |

### **ANNOUNCEMENT FOR INTERNATIONAL LEGAL CONSULTANT**

#### **GENERAL BACKGROUND:**

Under the applicable law, and in accordance with the terms of the Agreement between the United Nations and the Royal Government of Cambodia, the Extraordinary Chambers in the Courts of Cambodia (ECCC) has jurisdiction to try senior leaders and those who were most responsible for the crimes and serious violations of Cambodian penal law, international humanitarian law and custom, and international conventions recognized by Cambodia, during the period of the Khmer Rouge regime from 17 April 1975 to 6 January 1979.

While the ECCC is established as a national Court, the Royal Government of Cambodia sought the technical assistance of the United Nations in operating the court. In Resolution A/57/228 and A/57/228B, the General Assembly approved the involvement of the United Nations and endorsed the agreement outlining the arrangements between the two parties. The United Nations Assistance to the Khmer Rouge Trials (UNAKRT) was established in 2005 to provide on-going technical, operational and logistical support to the Royal Government of Cambodia in all aspect of the Court's operations.

#### **OBJECTIVES:**

This assignment is required in view of the overall goal of completing the cases under investigation by the Office of the Co-Investigating Judges. In the latest version of the ECCC Completion Plan (rev. 17), the orders will be issued during the second quarter of 2019 at the latest. This requires the services of one (1) International Legal Consultant (Home Based) to assist with research, analysis of evidence and drafting.

#### **SCOPE OF WORK:**

Under the direct supervision of the supervisory Legal Officers, and the overall supervision of the Co-Investigating Judges, the consultant will carry out the following responsibilities:

- Conduct legal research and draft research papers on a diverse range of assigned issues in international and comparative criminal law using multiple research sources; select relevant material, analyze information and present findings for internal review;



- Conduct legal research and draft memoranda on international and comparative criminal procedure;
- Assist the Co-Investigating Judges in the drafting of orders and decisions;
- Review and analyse evidence and prepare analytical reports in support of closing or drafting;
- Assist the Co-Investigating Judges in the drafting of the closing order in Case 004;
- Review drafts and analyses produced by other team members and provide feedback; and
- Perform any other assignments as required.

Results Expected: Good legal research, analysis and presentation of key information to facilitate decision-making. Deliver well-reasoned and clearly written recommendations, legal memoranda, orders and decisions. Perform accurate evidence analysis and draft clear and well-reasoned sections of the closing orders. Apply all appropriate policies, guidelines, procedures and processes. Interact effectively and harmoniously with colleagues and concerned parties.

**EXPECTED OUTPUTS AND DELIVERABLES:**

| <b>Deliverables/Output</b>   | <b>Target due date</b>                            | <b>Review and Approvals Required</b> |
|--|---|--------------------------------------|
| 1. Completion of a specific section of Case 004 Closing Order.   | due by end of the first month of the consultancy  | The supervisory Legal Officer        |
| 2. Completion of a specific section of Case 004 Closing Order  | due by end of the second month of the consultancy | The supervisory Legal Officer        |
| 3. Completion of a specific section of Case 004 Closing Order  | due by end of the third month of the consultancy  | The supervisory Legal Officer        |
| 4. Completion of a specific section of Case 004 Closing Order  | due by end of the fourth month of the consultancy | The supervisory Legal Officer        |
| 5. Completion of a specific section of Case 004 Closing Order  | due by end of the fifth month of the consultancy  | The supervisory Legal Officer        |
| 6. Completion of the harmonization of Deliverables 1-5 with the remainder of the Case 004 Closing Order, and assistance in finalizing the complete draft for filing. | due by end of the sixth month of the consultancy  | The supervisory Legal Officer        |



## COMPETENCIES:

**Professionalism:** In-depth knowledge of international criminal law and procedure; in-depth knowledge of human rights applicable to criminal proceedings; experience in applying legal expertise to analyzing and resolving a diverse range of legal issues and problems; experience in drafting legal pleadings and/or decisions, preferably in the context of international criminal proceedings; experience in evidence analysis; sound judgment in dealing with sensitive and complex legal issues; shows pride in work and in achievements; demonstrates professional competence; 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.

**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; and is culturally sensitive and respectful to colleagues and others.

**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.

## QUALIFICATIONS:

**Education:** A university degree in law. A first level university degree in a related field with a relevant combination of academic qualifications and experience may be accepted in lieu of the degree in law.

**Work Experience:** Two years of relevant experience in an operational sub-team; in evidence analysis, legal research, drafting legal memoranda and closing orders. Working experience in international criminal law and procedure, and/or legal service in an international tribunal is an asset.

**Language:** The official working languages of the ECCC are Khmer, English and French. For this consultancy, fluency in English (both oral and written) is required.

**Other Desirable Skills:** Knowledge of the historical background of the Khmer Rouge Regime as well as the ECCC investigations is an asset. Knowledge of criminal case analysis software, such as Case Map and ZyLab, would also be considered an asset.

## Criteria for evaluation of the level of technical compliance of an applicant:

| Technical Evaluation Criteria   | Obtainable Score |
|---|------------------|
| A university degree in law. A first level university degree in a related field with a relevant combination of academic qualifications and experience may be accepted in lieu of the degree in law.  | 10               |
| One to two years relevant professional working experience in an operational sub-team. Experience in evidentiary analysis, legal research, drafting legal memoranda and closing orders. Experience working in international criminal law and/or procedure and/or legal service in an international tribunal. | 10               |
| Demonstrated knowledge of the substantive law applicable at the ECCC;   | 10               |
| Demonstrated in-depth knowledge of international criminal proceedings and instruments, with exposure to the Civil Law system;   | 10               |
| Demonstrated knowledge of the historical background of Democratic Kampuchea Regime and of the publicly available information on the cases under investigation;  | 20               |
| Demonstrated proficiency in drafting of orders, decisions, and other relevant legal documents in English;   | 20               |
| Demonstrated ability to analyses evidence in criminal cases   | 20               |
| Total Obtainable Score  | 100              |

## Submission of Application

For those candidates who may not be able to access and submit their application through Inspira Please address the fully completed and signed application form (P.11) in English, together with a cover letter and copies of relevant supporting documents, by e-mail to [unakrt-jobs@un.org](mailto:unakrt-jobs@un.org). The P.11 Form has to be downloaded from the UNARKT Website.

Applications received after the deadline will not be accepted.

Preference will be given to equally qualify female candidates. Due to the large volume of applications, we regret not being able to reply to everyone and will only contact the most suitable candidates for the test and/or an interview.

## Special Notice

The Consultancy fees of US\$ 3, 000 per month is all inclusive. Please note that no allowance, including DSA, other than the monthly consultancy fee will be offered for this position.

This consultancy is subject to approval of budget and availability of funding.

Applications from qualified female candidates are strongly encouraged.

