



United Nations – Office of the High Commissioner for Human Rights (OHCHR)

Junior Professional Officer Program (JPO) Chiffre Nr. 2024-1-05

TERMS OF REFERENCE

I. General Information

Title: JPO in Human Rights

Sector of Assignment: Human Right

Organization/Office:

Office of the United Nations High Commissioner for Human Rights (OHCHR)

Country and Duty Station: **Year 1** New York, United States, **Year 2:** field assignment which is still to be identified; for example: 2nd year assignment in a potential crisis country, or according to the current status, placements would also be possible at the Regional Offices of OHCHR: Central (Yaoundé), South (Pretoria) and West (Dakar) Africa, South (Santiago) and Central (Panama) America, Southeast Asia (Bangkok) and Pacific (Suva).

Duration of assignment: **2 years with possibility of extension for another year.** The extension of appointment is subject to yearly review concerning priorities, availability of funds, and satisfactory performance

Please note that for participants of the JPO-Programme two years work experience are mandatory! Relevant work experience can be counted. In order to assess the eligibility of the candidates, we review the relevant experience acquired after obtaining the first university degree (usually bachelor's degree).

II. Supervision

Title of Supervisor:

Chief, Prevention & Sustaining Peace Section, OHCHR NYO

Content and methodology of supervision:

Establishment of a Work Plan: During the first month of the assignment, the JPO will work jointly with his/her direct supervisor to finalize an agreed upon work plan. The final work plan will be discussed and mutually agreed to by the JPO and his/her supervisor.

Evaluation: The United Nations Performance Evaluation System (e-performance) will serve as a primary platform to evaluate the JPO's performance. In addition, there will be regular supervisory meetings between the supervisor and the staff member as well as regular team meetings to coordinate assignments and manage workload.

III. Duties, Responsibilities and Output Expectations

First Year- New York

Under the direct supervision of the Chief of Section, PSPS, and under the overall authority of the Assistant Secretary-General for Human Rights, the JPO would be responsible for the following duties:

- Identify, analyse, and interpret trends or patterns, using qualitative and quantitative methods to support risk-focused and rights-based senior level UN decision-making on prevention, and supports the coherent approaches to prevention and sustaining peace;
- Assist system-wide efforts to support countries to take rights-based approaches on conflict prevention and sustaining peace, including by supporting coherence between field-level and HQ-led prevention processes;
- Support the preparation and follow-up to key analytical processes on prevention and sustainable development (such as the Regional Monthly Reviews) related to countries or regions under assignment;
- Represent OHCHR at working level meetings, and proactively advocate for policies of the High Commissioner and UN human rights bodies, to ensure that human rights issues are integrated into UN policies, programmes, inter-agency processes, and activities in the areas of peace and security, conflict prevention, peacebuilding and humanitarian affairs, as well as development and economic and social affairs;
- Assist in the representation of OHCHR at the Security Council, General Assembly, the Economic and Social Council, the Peacebuilding Commission and other inter-governmental bodies, and provide support to, and report on, the substantive work of these organs;
- Write, and closely coordinate with the field and UN system partners, a variety of reports, communications, briefings, talking points, statements, etc., and carry out external relations activities for the promotion of human rights;
- Perform other related duties as required.

2nd Year – Field Deployment – still to be identified

Under the direct supervision of the Head of the Regional Office, the Office of the High Commissioner for Human Rights (OHCHR), the JPO would be responsible for the following duties:

- Supports OHCHR regional prevention efforts, emergency response, and humanitarian action in the Regional Office and assists the United Nations Country Teams (UNCTs) in the sub-region and other partners in mainstreaming human rights, including in the area of early warning and prevention and contributes to the drafting and implementation of Common Country Assessments;
- Identify, analyse, and interpret trends or patterns, using qualitative and quantitative methods to support risk-focused and rights-based UN decision-making by senior UN field staff in the region on prevention, and supports the coherent approaches to prevention

and sustaining peace;

- Assist system-wide efforts to support countries to take rights-based approaches on conflict prevention and sustaining peace, including by supporting coherence between field-level and HQ-led prevention processes;
- Undertakes missions in the region as appropriate;
- Assists the Regional Emergency Response Team to deliver training and capacity building in support to the establishment and strengthening of early warning and protection mechanisms;
- Represent OHCHR at working level meetings, and proactively advocate for policies of the High Commissioner and UN human rights bodies, to ensure that human rights issues are integrated into UN policies and programmes at the Regional and Country levels in the areas of peace and security, conflict prevention, peacebuilding and humanitarian affairs, as well as development and economic and social affairs;
- Write, and closely coordinate with the field and UN system partners, a variety of reports, communications, briefings, talking points, statements, etc., and carry out external relations activities for the promotion of human rights;
- Perform other related duties as required.

IV. Qualifications and Experience

Education:

Master's degree in law, political science, international relations, human rights, data science, or related field.

Work experience:

A minimum of two years of progressively responsible experience in human rights, political affairs, international relations, law or related area is required.

Experience in data analytics and data visualization is desirable.

Field experience in human rights functions or experience with monitoring and reporting on human rights situations is desirable.

Languages:

English and French are the working languages of the United Nations Secretariat. For the position advertised, fluency in English (both oral and written) is required. Knowledge of another UN official language is desirable.

UN competencies:

Professionalism: Knowledge of a wide range of human rights issues; ability to identify related problems, e.g. political, ethnic, racial, gender and socio-economic related areas. Ability to include approaches and techniques to address sensitive problems and implement outreach initiatives. Research and analytical skills, including ability to evaluate and integrate information from a variety of sources and assess the impact on the integration of human rights in UN processes and intergovernmental bodies. 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.

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.

Technological awareness: Keeps abreast of available technology. Understands applicability and limitations of technology to the work of the office. Actively seeks to apply technology to appropriate tasks. Shows willingness to learn new technology.

Workforce Diversity

The United Nations believes that an inclusive culture attracts the best talent and encourages all qualified applicants, regardless of gender, disability, sexual orientation, cultural or religious backgrounds, to apply.

V. Learning Elements

On completion of the assignment, the JPO will:

- Be able to engage effectively and strategically with inter-departmental and inter-agency processes at both Headquarters and in the field to further human rights in a politically-sensitive working environment;
- Build, write, and assess analytical products related to multi-dimensional crisis risks, including peace and security, humanitarian, human rights, and development risk factors;
- Experience providing decision-making support to senior leadership, at both UN Headquarters and in the field;
- Have a clear understanding of the UN's work on human rights, political, humanitarian and peacekeeping issues, including prevention efforts, and how the UN's work on prevention at Headquarters connects to processes, decision-making, and action in the field;
- Develop a detailed understanding of the nexus between human rights, peace and security and development processes and the practical application of theories about human rights in conflict prevention and sustaining peace.

VI. Background Information

This post is found in the New York Office of the Office of the United Nations High Commissioner for Human Rights (OHCHR/NYO) within the team working on prevention, sustaining peace and country situations. The New York Office, headed by the Assistant Secretary-General for Human Rights, consists of four substantive sections covering country situations and peace and security; support to peace missions; rule of law and counter-terrorism, sustainable development and equality and non-discrimination, including gender,

non-discrimination; and engagement with intergovernmental bodies and civil society outreach and partnership. The Prevention and Sustaining Peace Section covers OHCHR's strategic engagement in New York on peace and security, with a particular focus on conflict prevention and sustaining peace, including engagement with the Security Council and the Peacebuilding Commission and internal Secretariat processes focused on crisis response, prevention and peacebuilding.

**Bitte senden Sie Ihre JPO-Bewerbung direkt an das Büro
Führungskräfte zu Internationalen Organisationen (BFIO) unter
Angabe der Chiffre Nr. 2024-1-05 auf dem Bewerbungsbogen**

Alle Informationen finden Sie unter www.bfio.de