



Junior Professional Officer Programme (JPO) Terms of Reference

Position

Position Title: JPO, Associate Legal Officer

Organization: International Atomic Energy Agency IAEA

Organizational Unit: Office of Legal Affairs (OLA), Offices Reporting to the Director General, General Legal Section

Duty Station: Vienna, Austria

Duration of Assignment: 2 years with possible 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).

Job Description

Organization Settings

The Office of Legal Affairs (OLA), which reports directly to the Director General, was established to provide legal services of the highest possible standard to the Secretariat and the organs and bodies of the IAEA, as well as to Member States, regarding the implementation of the IAEA's activities. There are three Sections in OLA, each responsible for a different field: the General Legal Section, the Non-Proliferation and Policy-Making Section and the Nuclear and Treaty Law Section.

Main Purpose		
Reporting to the Section Head, General Legal Section, and under the guidance of senior specialists, the Associate Legal Officer (JPO) carries out research and drafts general legal briefs on a range of assignments covering all areas of the work of the General Legal Section.		
Role		
The Associate Legal Officer (JPO) is a <i>team member</i> , working collaboratively with the Section Head and all staff of the General Legal Section, and an <i>analyst</i> carrying out benchmarking and drafting summaries.		
Partnership		
The JPO / Associate Legal Officer participates in meetings and meets individually with all staff, as necessary. She/he also may discuss background of issues or cases with other IAEA staff as required.		
Functions / Key results Expected		
Competencies and Expertise		
Core Competencies		
Competence	Occupational Role	Behavioural Indicator
Communication	Individual Contributor	Communicates orally and in writing in a clear, concise and impartial manner. Takes time to listen and understand the perspectives of others and proposes solutions.
Achieving Results	Individual Contributor	Takes initiative in defining realistic outputs and clarifying roles, responsibilities and expected results in the context of the Department/Division's programme. Evaluates his/her results realistically, drawing conclusions from lessons learned.
Teamwork	Individual Contributor	Actively contributes to achieving team results. Supports team decisions.

Planning and Organizing	Individual Contributor	Plans and organizes his/her own work in support of achieving the team or Section's priorities. Takes into account potential changes and proposes contingency plans.
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Education, Experience and Language Skills

- **Master's Degree / Master of Laws / LL.M.**, State Examination in Law with good academic record; admitted to practice in a national bar or equivalent.
- At least two years of relevant experience in any field of law.
- Fluency in written and spoken English. Knowledge of another official IAEA language (Arabic, Chinese, French, Russian, Spanish) is an advantage.

**Bitte senden Sie Ihre JPO-Bewerbung direkt an das
Büro Führungskräfte zu Internationalen Organisationen (BFIO)**

Alle Informationen finden Sie unter www.bfio.de