

## Senior Legal Officer

### Background

The Women's Initiatives for Gender Justice is an international women's human rights organisation that advocates for accountability for gender-based crimes through the International Criminal Court (ICC) and domestic mechanisms including through the participation of women in peace building and formal peace negotiation processes. The organisation works with women most affected by each of the armed conflict situations under investigation by the ICC.

The organisation has extensive country-based programmes in collaboration with local and regional partners in Uganda, the Democratic Republic of the Congo, Sudan, and Libya along with ICC-related legal monitoring and advocacy programmes on the Central African Republic, Kenya, the Ivory Coast and Mali. The organisation currently has offices in The Hague (the Netherlands), Kampala and Kitgum (Uganda) and Cairo (Egypt). The **Senior Legal Officer (SLO)** post is located in The Hague Office.

The organisation is seeking to appoint a highly experienced **Senior Legal Officer (immediate appointment)**. **Applications close on 27 November**. This is an international call for applications. More details about the organization can be found at [www.iccwomen.org](http://www.iccwomen.org)

**Duties and Responsibilities:** The SLO will have the opportunity to make strategic and significant contributions across a range of areas including technical duties and managerial and related administrative functions. Day-to-day coordination of the Women's Initiatives' well established and expanding legal monitoring programme will serve as the primary foundation of responsibility for the SLO.

The SLO reports directly to the Senior Programme Director and is a member of the Management Team.

### Legal Programme:

- Coordinate and manage the Women's Initiatives' legal monitoring programme focusing on the ICC, including monitoring of key developments in relation to proceedings, cases and decisions with a particular focus on situations and cases involving sexual and gender-based crimes.
- Coordinate and oversee the development of strategic legal publications including production of the *Legal Eye on the ICC* eletter, other legal material, statements and web briefs.
- Oversee implementation of selected legal projects and coordinate the research for expert papers, in conjunction with the ED and SPD.
- Coordinate and oversee legal research and analysis to generate the Women's Initiatives legal requests, amicus briefs and other submissions, in conjunction with the ED and SPD.



- Coordinate production of the legal areas of the organisations annual, flagship publication, *Gender Report Card on the ICC*.
- Contribute to and engage with campaigns, advocacy programmes and related strategies undertaken by the Women’s Initiatives that serve the overall mandate of the organization.
- Provide support for in-country programmes, partners, events and workshops, as requested.

### External Relations

- Contribute to the relevant Monitoring and Evaluation reporting streams
- Support the representation of the Women’s Initiatives in networks of which the organisation is a member, as well as at selected conferences and venues as relevant.
- Provide well-developed material on the progress and activities of the legal team for Board reports as well as donor reports and funding proposals.

### Management

- Manage the Legal Officer, Associate Legal Officer, and legal interns as well as the implementation of annual staff performance appraisals and the identification of staff development needs and opportunities.
- Coordinate, oversee and assess the work of three-four externally-based legal monitors.
- Manage legal team meetings, monitor implementation of individual and team work plans, and participate in the evaluation, strategic planning and priority setting processes of the organisation.
- Coordinate, with the SPD, legal team recruitments, including ongoing structural analysis/change management and implications for the legal team.
- Manage the financial and budgetary aspects of the legal team as needed, in conjunction with relevant senior programme and finance staff.

### **Qualifications and Experience**

- Law degree required and advanced university degree preferred, with at least 10 years of professional experience relevant to this post among the following areas: domestic or international criminal law, international humanitarian law, or international human rights law.



- Demonstrated experience in both gender and legal analysis with the ability to absorb and analyze material quickly to prioritize focus areas and relevance.
- Extensive experience working at either national or international levels including within legal institutions/INGO/ NGO sector with demonstrated management responsibilities.
- Strong awareness of and commitment to the Rome Statute of the International Criminal Court with related knowledge of Elements of Crimes and the Rules of Procedure and Evidence at the ICC or another international criminal tribunal/court.
- Highly developed legal research, writing and editorial skills with experience in developing high quality material suitable for publication.
- Excellent integrated communication skills: spoken/representation and effective interpersonal skills with the proven ability to establish and maintain positive working relationships across diverse partnerships, colleagues and actors.
- Extremely attentive to accuracy and detail, highly organized with demonstrated ability to work well under pressure regarding deadlines, workload and unexpected developments.
- Ability, willingness and flexibility to travel and respond to a range of environments.
- Personally able to work with and model integrity, openness and action to feedback and direction with required sound judgment.
- Demonstrated experience in contributing to institutional development streams including strategic planning and monitoring and evaluation programmes.
- Highly advanced computer literacy skills, experience with social media also an asset.

**Languages:** Excellence in written and spoken English is essential. Knowledge of French and/or Arabic would be considered an asset, but is not required.

**Remuneration:** This is a full time post with a competitive salary package and entitlements. A relocation allowance is provided as well as an airfare to The Hague from the country of residence. Work visa and residency documentation and related expenses will be coordinated and provided by the organisation.

**How to apply: Closing date 1800h/6pm (The Hague), Wednesday, 27 November**

**Please send:** • A curriculum vitae • A one-two page cover letter describing your relevant experience and suitability for the post • the names and contact details of three referees.

Apply to: [admin@iccwomen.org](mailto:admin@iccwomen.org) with **subject line: SLO**

**Only short-listed individuals will be invited for an interview. No phone calls will be accepted relating to this announcement.**

