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The Secretariat of the United Nations presents its compliments to Permanent Missions of Member States to the United Nations and has the honour to invite their Governments to nominate non-uniformed civilian justice experts for service with the United Nations Assistance Mission in Somalia (UNSOM) as government-provided personnel.

The Secretariat wishes to invite Member States to submit completed official United Nations Personal History Profile for Non-Uniformed Civilian Government-Provided Personnel in respect of their nominated candidates, and to certify that the nominees meet the requirements as set forth in the attached terms of reference. Nomination of qualified female candidates is strongly encouraged. Candidates who are ultimately selected will be expected to serve for a period of 12 months from the time of their deployment, with the possibility of an extension.

The Secretariat requests the Permanent Missions to forward their nominations by e-mail to Mr. Viktor Jovev (jovev@un.org) with copy to jes-secondment@un.org by 23 July 2018, and to indicate for which job description the candidates are nominated. The Secretariat will also accept nominations after this deadline, on a rolling basis. As nominated personnel may also be considered for service with other United Nations peace operations with similar requirements, the Secretariat would also be grateful if the nominating government would indicate in the submission as to whether it agrees to the candidate being considered for service in other United Nations peace operations.

The Secretariat wishes to outline that it is the responsibility of the nominating government to ensure that each candidate it nominates has not been convicted of, or is not currently under investigation or being prosecuted for, any criminal offence, or any violation of international human rights law or international humanitarian law. In the case of nominees who have been investigated for, charged with or prosecuted for any criminal offence but were not convicted, the nominating government is requested to provide information regarding the investigation(s) or prosecution(s) concerned. The nominating government is also requested to certify that it is not aware of any allegations against its nominated candidates that they have committed or been involved, by act or omission, in the commission of any acts that may amount to violations of international human rights law or international humanitarian law.

The Secretariat recalls that the responsibilities of personnel who are engaged to serve in United Nations peace operations are exclusively international in character. Such personnel are to perform their functions under the authority of, and in full compliance with, the instructions of the Secretary-General of the United Nations and persons acting

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on his behalf and are required not to seek or accept instructions in regard to the performance of their duties from any government or from any other authority external to the United Nations. While serving with the United Nations, such personnel will enjoy the legal status of "experts on mission" in accordance with Article VI of the 1946 Convention on the Privileges and Immunities of the United Nations.

The Guidelines on Non-Uniformed Civilian Government-Provided Personnel on Assignment with United Nations Peacekeeping and Special Political Missions, dated 1 April 2015, reference 2015.01, shall be applicable to government-provided justice personnel. The Secretariat recalls that it is the Government's responsibility to make copies of this document available to government-provided justice personnel prior to their deployment.

The Secretariat further recalls that any government-provided personnel may be repatriated on disciplinary grounds for any breach of the United Nations standards of conduct as substantiated through appropriated investigation. In the case of repatriation due to disciplinary grounds, for failing to meet or dishonesty in regard to meeting minimum requirements for service in the Mission, misrepresentations, for personal reasons upon request of the individual, or upon request of the contributing Member State, the contributing Member State will be responsible for all travel-related expenses.

The Justice and Corrections Service, Office of Rule of Law and Security Institutions, Department of Peacekeeping Operations, is the designated focal point for all issues related to the selection, recruitment, deployment, rotation, transfer and repatriation of those personnel.

The Secretariat of the United Nations avails itself of this opportunity to renew to the Permanent Missions of Member States to the United Nations the assurances of its highest consideration.

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June 2018

**Title:** Justice Expert (Court Administrator) - Ref: 18J-SO-01, 2 posts  
**Level:** Expert on Mission (civilian/non-uniformed government-provided personnel)  
**Duty Station:** United Nations Support Mission in Somalia (UNSOM)  
**Report to:** Chief of Joint Justice and Corrections Section  
**Start Date:** As soon as possible  
**Duration:** 12 months, extendable

**Background:**

Security Council resolution 2158 (2014) paragraph 1.b. mandated UNSOM to support the Federal Government of Somalia and AMISOM, as appropriate, by providing strategic policy advice on peacebuilding and State-building, including on rule of law, justice and corrections, as well as to help the Federal Government of Somalia strengthen its justice institutions and ensure accountability in particular with respect to crimes against women and children. Security Council resolution 2408 (2018) extended the UNSOM mandate until 31 March 2019. The UNSOM Joint Justice and Corrections Section (JJCS) of the Rule of Law and Security Institutions Group of UNSOM provides strategic and policy advice to national counterparts on justice and corrections sector reform, including through implementation of the UN Joint Rule of Law Programme. In particular, JJCS advises on the design and implementation of justice and corrections models, institution building at the Federal and State level, and the delivery of justice services to local populations, especially vulnerable groups.

**Main Duties:**

The incumbent will be located in one of the following locations: Hargeisa, Garowe, Boletwoyne, Kismayo or Baidoa. Within the Joint Justice and Corrections Section (JJCS) of the Rule of Law and Security Institutions Group of UNSOM, the Justice Expert will report to the Chief JJCS or his/her delegate. The officer may be co-located with national justice counterparts. Within delegated authority and with a particular focus on strengthening the justice system, the incumbent will:

1. Provide technical support and guidance to national counterparts in assessing the administration, functioning, internal procedures and organization of courts and prosecution offices.
2. Provide information, analysis, advice, and recommendations on court administrative matters to national counterparts. Assist national counterparts identify needs, organization, systems, and procedures to increase the effectiveness of court administration.
3. Provide expert guidance to national counterparts during the development of court budgets, including the establishment of mechanisms to monitor revenues and expenditures.
4. Provide expert advice and technical assistance to national counterparts as it relates to case management and documentation, court scheduling, case assignment and file processing, court statistical data, and court budgets and financial records, including court fees.
5. Support national counterparts in the development of training curricula and programmes that build to strengthen the capacities of judges, prosecutors and court registrars in the areas identified above.
6. Advise national counterparts on improving relations between the court and the public, including through increased transparency measures and improved access to information for the public.
7. Assist in assessing the criminal justice chain, particularly court administration, for causes of and solutions to prolonged/arbitrary detention, including factors that delay the renewal of detention warrants.
8. Facilitate day-to-day coordination of key activities with other mission components, e.g. police, corrections, human rights, political affairs, gender, child protection, SSR and DDR and other United Nations and external partners and national authorities;

9. Contribute to the implementation of the Joint United Nations Rule of Law Programme through the Global Focal Point arrangement;
10. Provide technical and operational support in implementing workshops, seminars, outreach programmes and other related activities;
11. Perform other related functions as assigned by the Chief of the JICS or her/his delegate.

**Core Competencies:**

- **Professionalism** - Extensive knowledge of judicial and legal system issues, particularly court administration; Knowledge of the modern principles and practices of court and public administration; Extensive knowledge of the organization, functions, responsibilities and procedures of the courts; Ability to organize and coordinate the staff engaged in a variety of court administrative activities; Ability to stay calm in stressful situations; Ability to take responsibility for incorporating gender perspectives, and ensuring the equal participation of women and men in all areas of work.
- **Communication** - Proven communication skills (oral and written), including ability to prepare reports and deliver presentations, concisely conveying information, clearly articulating options and policy positions, and making and defending recommendations; ability to listen to others, correctly interpret messages and respond appropriately; commitment to ask questions to clarify issues and develop two-way communication; ability to tailor language, tone, style and format to match the audience; demonstrated openness in sharing information and keeping people informed.
- **Teamwork** - Proven interpersonal skills and ability to listen and work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity; ability to work collaboratively with colleagues to achieve organizational goals; ability to solicit inputs by genuinely valuing others ideas and expertise and willingness to learn from others; commitment to place team agenda before personal agenda and to support and act in accordance with final group decision even when such decisions may not entirely reflect the own position; ability to share credit for team accomplishments and to accept joint responsibility for team shortcomings.

**Qualifications:**

Education: Degree in judicial administration, public or business administration or other area related to court administration, a law degree or licence to practise law is required.

Work experience: A minimum of five years working as a court administrator is required. To be nominated, applicants must be currently employed in governmental service in their home country. A minimum of one year of experience providing technical assistance to justice institutions in a transitional, developmental or post-conflict setting, outside the applicant's country of nationality is desirable. Experience in the development, drafting and revision of judicial regulations, circular letters, SOPs and guidelines for operation and implementation is desirable, as is experience in judicial and criminal justice legislative reform. Experience with customary and informal justice is an advantage. Experience working in hardship political and security environment is highly desirable. Experience as an embedded or co-located mentor working alongside national justice institution counterparts is an asset.

Languages: English and French are the working languages of the United Nations. For this position, fluency in English (both oral and written) is required. Knowledge of Somali or Arabic is desirable.

Other skills: Driving license and ability to drive a 4x4 vehicle are required. All officers are required to pass a United Nations driving test at the beginning of their deployment and may be repatriated if they fail to do so. Must be computer literate.

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The "Guidelines on Non-Uniformed Civilian Government-Provided Personnel on Assignment with United Nations Peacekeeping and Special Political Missions", dated 1 April 2015, reference 2015.01, are applicable to government-provided justice personnel.

In accordance with the Policy on Human Rights Screening of UN Personnel, all individuals who seek to serve with the United Nations are requested to make "self-attestation" that s/he has not committed any serious criminal offences and has not been involved in violations of international human rights or international humanitarian law. The exact wording of the self-attestation is outlined in para. 5.2 of the above mentioned Policy. The final decision on the selection of an individual to serve with the United Nations will also be subject to human rights screening.

June 2018

**Title:** Justice Expert (Judge/Prosecutor) - Ref: 18J-SO-02, 2 posts  
**Level:** Expert on Mission (civilian/non-uniformed government-provided personnel)  
**Duty Station:** United Nations Support Mission in Somalia (UNSOM)  
**Report to:** Chief of Joint Justice and Corrections Section  
**Start Date:** As soon as possible  
**Duration:** 12 months, extendable

**Background:**

Security Council resolution 2158 (2014) paragraph 1.b. mandated UNSOM to support the Federal Government of Somalia and AMISOM, as appropriate, by providing strategic policy advice on peacebuilding and State-building, including on rule of law, justice and corrections, as well as to help the Federal Government of Somalia strengthen its justice institutions and ensure accountability in particular with respect to crimes against women and children. Security Council resolution 2408 (2018) extended the UNSOM mandate until 31 March 2019. The UNSOM Joint Justice and Corrections Section (JJCS) of the Rule of Law and Security Institutions Group of UNSOM provides strategic and policy advice to national counterparts on justice and corrections sector reform, including through implementation of the UN Joint Rule of Law Programme. In particular, JJCS advises on the design and implementation of justice and corrections models, institution building at the Federal and State level, and the delivery of justice services to local populations, especially vulnerable groups.

**Main Duties:**

The incumbent will be located in one of the following locations: Hargeisa, Garowe, Beletweyne, Kismayo or Baidoa. Within the Joint Justice and Corrections Section (JJCS) of the Rule of Law and Security Institutions Group of UNSOM, the Justice Expert will report to the Chief JJCS or his/her delegate. The officer may be co-located with national justice counterparts. Within delegated authority and with a particular focus on strengthening the justice system, the incumbent will:

1. Assist national counterparts with mapping and assessment of judicial and legal systems, including traditional justice mechanisms. Provide support to national counterparts on conducting a baseline assessment and continuous monitoring of the justice system, including traditional justice;
2. Provide expert advice and guidance to national counterparts on the development and implementation of overarching strategies related to strengthening domestic justice institutions;
3. Advise national counterparts during the implementation of the agreed new federal justice architecture aimed at decentralizing the justice system;
4. Support national counterparts in extending the delivery of justice services, particularly vulnerable groups, including through the development and implementation of mobile court initiatives and legal aid clinics;
5. Provide technical advice and expertise to national authorities on the methods and techniques employed during all phases of the prosecution process, including case development, interviewing victims, witnesses, and suspects, gathering and safeguarding evidence, preparing evidence for trial, and presenting a case before the court;
6. Assist in the development and application of standard operating procedures, prosecution guidelines and checklists, forms for briefs and other documents for the prosecution service, in line with international standards and best practices;
7. Based on a mapping of national capacities and needs, develop training strategies, proposals and curricula for investigators, prosecutors and/or judges, coordinate and support national training institutions with the implementation of trainings, workshops, seminars and other activities;

8. Assist in assessing the criminal justice chain for causes of and solutions to prolonged/arbitrary detention, including factors that delay the renewal of detention warrants;
9. Facilitate day-to-day coordination of key activities with other mission components, e.g. police, corrections, human rights, political affairs, gender, child protection, SSR and DDR and other United Nations and external partners and national authorities;
10. Contribute to the implementation of the Joint United Nations Rule of Law Programme through the Global Focal Point arrangement;
11. Perform other related functions as assigned by the Chief of the JCS or her/his delegate.

**Core Competencies:**

- **Professionalism** – Extensive knowledge of investigation and prosecution strategies, standards and processes; extensive knowledge of judicial and legal system issues, including knowledge of criminal law and relevant international human rights standards and their linkages to the broader developmental/post-conflict recovery framework and initiatives; demonstrated ability to prosecute or adjudicate complex criminal cases; knowledge of theories, concepts and approaches relevant to investigation, prosecution and/or adjudication of criminal cases; ability to stay calm in stressful situations; ability to take responsibility for incorporating gender perspectives, and ensuring the equal participation of women and men in all areas of work.
- **Communication** – Proven communication skills (oral and written), including ability to prepare reports and deliver presentations, concisely conveying information, clearly articulating options and policy positions, and making and defending recommendations; ability to listen to others, correctly interpret messages and respond appropriately; commitment to ask questions to clarify issues and develop two-way communication; ability to tailor language, tone, style and format to match the audience; demonstrated openness in sharing information and keeping people informed.
- **Teamwork** – Proven interpersonal skills and ability to listen and work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity; ability to work collaboratively with colleagues to achieve organizational goals; ability to solicit inputs by genuinely valuing others' ideas and expertise and willingness to learn from others; commitment to place team agenda before personal agenda and to support and act in accordance with final group decision even when such decisions may not entirely reflect the own position; ability to share credit for team accomplishments and to accept joint responsibility for team shortcomings.

**Qualifications:**

**Education:** University degree in law or licence to practise law is required. Licence to practice law in a Civil Law/Islamic Law jurisdiction is desirable.

**Work experience:** A minimum of five years of professional experience as a practicing prosecutor, judge, legal advisor, consultant or in a related area, in a national justice system, is required. Applicants must be currently employed in governmental service in their home country. A minimum of one year of experience providing technical assistance to justice institutions in a transitional, developmental or post-conflict setting, outside the applicant's country of nationality is highly desirable. Experience in justice programmes management, including monitoring, evaluation and oversight is desirable. Experience in strengthening the rule of law and/or promoting and protecting human rights in sub-Saharan Africa or within an Islamic jurisdiction is desirable. Experience with customary and informal justice is an advantage. Experience working in hardship political and security environment is highly desirable. Experience as an embedded or co-located mentor working alongside national justice institution counterparts is an asset. Experience working with the corrections sector is an advantage.

**Languages:** English and French are the working languages of the United Nations. For this position, fluency in English (both oral and written) is required. Knowledge of Somali or Arabic is desirable.

Other skills: Driving license and ability to drive a 4x4 vehicle are required. All officers are required to pass a United Nations driving test at the beginning of their deployment and may be repatriated if they fail to do so. Must be computer literate.

The "Guidelines on Non-Uniformed Civilian Government-Provided Personnel on Assignment with United Nations Peacekeeping and Special Political Missions", dated 1 April 2015, reference 2015.01, are applicable to government-provided justice personnel.

In accordance with the Policy on Human Rights Screening of UN Personnel, all individuals who seek to serve with the United Nations are requested to make "self-attestation" that s/he has not committed any serious criminal offences and has not been involved in violations of international human rights or international humanitarian law. The exact wording of the self-attestation is outlined in para. 5.2 of the above mentioned Policy. The final decision on the selection of an individual to serve with the United Nations will also be subject to human rights screening.



June 2018

**Title:** Traditional/Informal Justice Expert - Ref: 18J-SO-03, 1 posts  
**Level:** Expert on Mission (civilian/non-uniformed government-provided personnel)  
**Duty Station:** United Nations Support Mission in Somalia (UNSOM)  
**Report to:** Chief of Joint Justice and Corrections Section  
**Start Date:** As soon as possible  
**Duration:** 12 months, extendable

**Background:**

Security Council resolution 2158 (2014) paragraph 1.b. mandated UNSOM to support the Federal Government of Somalia and AMISOM, as appropriate, by providing strategic policy advice on peacebuilding and State-building, including on rule of law, justice and corrections, as well as to help the Federal Government of Somalia strengthen its justice institutions and ensure accountability in particular with respect to crimes against women and children. Security Council resolution 2408 (2018) extended the UNSOM mandate until 31 March 2019. The UNSOM Joint Justice and Corrections Section (JJCS) of the Rule of Law and Security Institutions Group of UNSOM provides strategic and policy advice to national counterparts on justice and corrections sector reform, including through implementation of the UN Joint Rule of Law Programme. In particular, JJCS advises on the design and implementation of justice and corrections models, institution building at the Federal and State level, and the delivery of justice services to local populations, especially vulnerable groups.

**Main Duties:**

The incumbent will be located in one of the following locations: Hargeisa, Garowe, Beletweyne, Kismayo or Baidoa. Within the Joint Justice and Corrections Section (JJCS) of the Rule of Law and Security Institutions Group of UNSOM, the Justice Expert will report to the Chief JCS or his/her delegate. The officer may be co-located with national justice counterparts. Within delegated authority and with a particular focus on strengthening the justice system, the incumbent will:

1. Assist national counterparts map and assess existing inter- and intra-communal traditional justice/dispute resolution mechanisms, actors and challenges, including challenges related to gender and juvenile justice;
2. Provide technical assistance and guidance to national counterparts in the development and implementation of a strategy to increase the coordination and synergies between statutory and traditional/informal justice mechanisms;
3. Through the JJCS, formulate recommendations to the Federal Government of Somalia Ministry of Justice and Constitutional Affairs on support to traditional dispute resolution mechanisms to ensure access by the population and that such mechanisms comply with minimum international standards, particularly as it relates to the rights of women and children;
4. Based on a mapping of traditional/customary and statutory justice capacities and needs, develop training strategies, proposals and curricula for traditional chiefs and statutory justice personnel, coordinate and support domestic training institutions with the delivery of trainings, workshops, seminars and other activities;
5. Monitor and report on traditional justice/dispute resolution cases, including with regard to the enforcement of decisions and transfer of processes to national authorities;
6. Assist in assessing the justice chain, including traditional/informal justice, for causes of and solutions to prolonged/arbitrary detention;
7. Facilitate day-to-day coordination of key activities with other mission components, e.g. police, corrections, human rights, political affairs, gender, child protection, SSR and DDR and other United Nations and external partners and national authorities;

8. Contribute to the implementation of the Joint United Nations Rule of Law Programme through the Global Focal Point arrangement;
9. Perform other related functions as assigned by the Chief of the JJCS or her/his delegate.

**Core Competencies:**

- **Professionalism** – Extensive knowledge of informal/customary/traditional dispute resolution systems as well as knowledge of relevant international human rights and justice standards and their linkages to the broader developmental/post-conflict recovery framework and initiatives; ability to stay calm in stressful situations; ability to take responsibility for incorporating gender perspectives, and ensuring the equal participation of women and men in all areas of work.
- **Communication** – Proven communication skills (oral and written), including ability to prepare reports and deliver presentations, concisely conveying information, clearly articulating options and policy positions, and making and defending recommendations; ability to listen to others, correctly interpret messages and respond appropriately; commitment to ask questions to clarify issues and develop two-way communication; ability to tailor language, tone, style and format to match the audience; demonstrated openness in sharing information and keeping people informed.
- **Teamwork** – Proven interpersonal skills and ability to listen and work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity; ability to work collaboratively with colleagues to achieve organizational goals; ability to solicit inputs by genuinely valuing others' ideas and expertise and willingness to learn from others; commitment to place team agenda before personal agenda and to support and act in accordance with final group decision even when such decisions may not entirely reflect the own position; ability to share credit for team accomplishments and to accept joint responsibility for team shortcomings.

**Qualifications:**

Education: University degree in law or licence to practise law is required. Licence to practice law in a Civil Law/Islamic Law jurisdiction is desirable.

Work experience: A minimum of five years of professional experience as a practicing lawyer, academic, prosecutor, judge, legal consultant or international legal assistance advisor is required. This must include experience in providing technical assistance and advice on traditional/customary/informal dispute resolution or justice mechanisms. Applicants must be currently employed in governmental service in their home country. A minimum of one year of experience providing technical assistance to justice institutions in a transitional, developmental or post-conflict setting, outside the applicant's country of nationality is desirable. Experience in strengthening the rule of law and/or promoting human rights in sub-Saharan Africa or within an Islamic jurisdiction is desirable. Experience in research and analysis of issues pertaining to traditional/customary/informal dispute resolution mechanisms is required. Experience working in hardship political and security environment is highly desirable. Experience as an embedded or co-located mentor working alongside national justice institution counterparts is an asset.

Languages: English and French are the working languages of the United Nations. For this position, fluency in English (both oral and written) is required. Knowledge of Somali or Arabic is highly desirable.

Other skills: Driving license and ability to drive a 4x4 vehicle are required. All officers are required to pass a United Nations driving test at the beginning of their deployment and may be repatriated if they fail to do so. Must be computer literate.

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