



ADVERTISEMENT OF VACANCY N° AFCHPR/2017/005
SENIOR LEGAL AID OFFICER, P3
AFRICAN COURT ON HUMAN AND PEOPLES' RIGHTS
(Closing date: 04/11/2017)

The African Court was established by virtue of Article 1 of the Protocol to the African Charter on Human and Peoples' Rights on the establishment of an African Court on Human and Peoples' Rights, adopted on 9 June 1998 and came into force on 25 January 2004. It is the first continental judicial body charged with the responsibility of ensuring the protection of human and peoples' rights. The Court became operational in 2006 and its seat is in Arusha, United Republic of Tanzania.

The Court invites applications from citizens of African Union Member States for the following position:

1. Post

- Job title: Senior Legal Aid Officer
- Post level: P3
- Supervisor: Head of Legal Division
- Directorate: Registry of the Court
- Duty station: Arusha

2. Job Purpose

Focal point of the Court for: (a) the day to day implementation of the legal aid policy and management of the legal aid programme and optimization of resources and linkages for the legal assistance frameworks; (b) centralising and coordinating all assistance provided to Counsel, including necessary logistic and administrative assistance.

Major Duties and Responsibilities

Under the overall supervision of the Deputy Registrar, and under the direct supervision of the Head of Legal Division, the Senior Legal Aid Officer will perform the following duties:

- i) Ensure the management of the Legal Aid programme of the Court in accordance with the rules and principles adopted by the Court.
- ii) Make recommendations on the review of applicable rules, regulations and policies to ensure best practices in management of the Legal Aid Programme

- iii) Preparation of the legal aid budget of the Court and monitoring its implementation
- iv) Set up and maintain a list of attorneys, advocates and legal practitioners willing to provide their services to litigants under the Legal Programme, coordinate their trainings and briefings Aid and update them on regular developments on the programme.
- v) Plan and coordinate with other registry services the provision of logistical support and resources to Counsel, victims and witnesses supported by the Legal Aid Scheme.
- vi) Draft proposals and make recommendations for initiatives and partnerships to contribute to the Legal Aid Programme and consolidate the Legal Aid Policy.
- vii) Liaise with the Secretary to the Legal Aid Fund for African Union Human Rights Organs and other Secretariat staff as necessary
- viii) Prepare working documents and activities reports and legal and policy standards on matters relating to legal aid and regulating the conduct of the attorneys, advocates and legal practitioners.
- ix) Handle judicial work as allocated.
- x) Perform any other duties as required.

3. Educational Qualifications

Candidates must have a minimum of a University degree in Law. An Advanced University degree or relevant postgraduate diploma in law will be an added advantage.

4. Work Experience

Candidates must have a minimum of eight (8) years relevant professional experience in a similar position, preferably in an international organization.

5. Other relevant skills:

- i) Good knowledge of the African human rights system and African Union's legal framework, policies and procedures;
- ii) Strong analytical skills and ability to prepare legal submissions, opinions and motions;
- iii) Concentration, accuracy, and working under minimum supervision;
- iv) Respect for confidentiality and good public relations;

- v) Excellent interpersonal skills and ability to work under pressure in a multi-cultural environment;
- vi) Excellent drafting and argumentative skills in one of the African Union working languages;
- vii) Ability to establish and maintain effective working relations with Counsel from different legal and cultural backgrounds;
- viii) Good planning, managing and organizational skills;
- ix) Computer literacy.

6. Language Requirement

An excellent command of at least one of the African Union (AU) working languages. Knowledge of one or several other AU working languages would be an added advantage.

7. Tenure of Appointment

The appointment will be a regular appointment for a period of three (3) years, the first twelve months of which will be considered as a probationary period. Thereafter, the contract will be for a period of two years renewable, subject to satisfactory performance.

8. Gender Mainstreaming

The African Court is an equal opportunity employer; qualified women are strongly encouraged to apply.

9. Remuneration

Indicative basic salary of **US\$35,300.00 per annum** plus other related entitlements e.g. **post adjustment (42% of basic salary)**, **housing allowance (1,435.20 US\$ per month)**, **education allowance (75% of school fees up to a maximum of US\$7,800.00 per child per annum to a maximum of four children aged 21 years maximum)**, **spouse allowance (5% of the basic salary)**, **child allowance (US\$250 per annum per child up to four children aged 21 years maximum)**, etc in accordance with the Rules and Regulations governing International Civil Servants of the African Union.

10. Application

To apply, please submit the following:

- i) A letter stating the reasons for seeking employment with the Court;

- ii) A detailed and updated CV, indicating your nationality, age and gender (comply with requirements for candidates wishing to apply for posts in the Court);
- iii) Names and contact details (including email address) of three referees;
- iv) Certified copies of degree and diplomas.

Applications should be submitted **not later than 04/11/2017** and should be addressed to the postal address or email indicated below:

African Court on Human and Peoples' Rights
P.O. Box. 6274
Arusha, Tanzania
Tel: +255 27 2970 430 /431/432/433/434
E-mail : humanresources@african-court.org

NB

1. Only candidates shortlisted for interviews will be contacted.
2. Qualified nationals of countries least represented at the Court are encouraged to apply. Below is a table of the regular professional staff employed at the Court per country as at August 31, 2017:

Distribution per Country	Number
Beninese	2
Burkina Faso	2
Burundi	2
Cameroon	3
Chad	1
Ethiopia	2
Ghana	1
Guinea-Bissau	1
Kenya	2
Malawi	1
Mozambique	1
Rwandan	1
Sudan	1
Tanzania	3
Uganda	2
Zimbabwe	1
<i>Total</i>	26

Please note that due to the limited number of professional posts at the Court, the current quota is fixed at two professional staff members per country. Such number may exceptionally be raised to three if the circumstances so require.