

UNOPS helps its partners in the United Nations system meet the world's needs for building peace, recovering from disaster, and creating sustainable development. UNOPS is known for its ability to implement complex projects in all types of environments around the globe. In an effort to promote organizational excellence, UNOPS seeks highly qualified individuals for the following position:

### Vacancy Details

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Vacancy Code	<b>VA/2008/ICA/EUO/RS/12</b>
Post Title	<b>Research Specialist</b>
Post Level	<b>ICA - specialist</b>
Org Unit	<b>Rule of Law Unit</b>
Duty Station	<b>Beirut, Lebanon</b>
Duration	<b>One year</b>
Closing Date	<b>21 February 2008</b>

### Background

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In the context of its efforts to develop the rule of law in the Arab region, UNDP's Programme on Governance in the Arab Region ("POGAR") ([www.pogar.org](http://www.pogar.org)) is currently engaged in implementing a large number of projects that are designed to develop the capacity of courts, ministries of justice, and other judicial institutions. A growing number of these projects and activities concentrate on Iraq, given that country's growing needs, both in terms of knowledge and capacity. Because of its growing familiarity with the Iraqi context, POGAR is conscious of the need to recruit specialists who have detailed knowledge of the Iraqi legal system, but who have also been engaged in development in Iraq.

POGAR is currently expanding its Project on the Modernization of Public Prosecutors' Offices to Iraq. Initial meetings with the Iraqi High Judicial Council took place in Amman during January 2008, and the implementation of the 2008 workplan will begin shortly. POGAR is seeking to recruit a research specialist in order to assist in those efforts. POGAR will also require the research specialist to provide assistance in relation to UNDP's general efforts to develop the rule of law in Iraq.

### Duties and Responsibilities

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- Reporting to the Senior Advisor on the rule of law, to the Project Manager and to the Legal Specialist in relation to the Iraq component of the public prosecutors' project;
- Reporting to the Senior Advisor on the rule of law and to the Legal Specialists in relation to other Iraq related activities;
- Assisting in the organization and implementation of all activities in relation to the Iraq component of the public prosecutors' project and to other Iraq related activities;
- Coordinating with the Iraqi High Judicial Council, Iraqi courts, Iraqi Ministry of Justice, and other Iraqi institutions in relation to the implementation of all Iraq related activities;
- Assisting in the preparation of conferences, including by coordination with Iraqi participants, carrying out research, drafting agendas, etc.;
- Carrying out legal research on Iraqi law;
- Procuring legal documents on Iraqi law;
- Drafting concept notes, reports, studies on Iraqi legal issues;
- Travel, including to various countries in the Middle East, in order to support all Iraq related activities; and

- Promote the POGAR initiative, and support UNDP's efforts to promote the rule of law and good governance in Iraq.

## **Required Selection Criteria**

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### **Competencies**

#### **Corporate Competencies:**

- Demonstrates integrity by modeling the UN's values and ethical standards
- Promotes the vision, mission, and strategic goals of UNDP
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability

#### **Functional Competencies:**

##### Knowledge Management and Learning

- Promotes a knowledge sharing and learning culture in the office
- Actively works towards continuing personal learning and development in one or more Practice Areas, acts on learning plan and applies newly acquired skills

##### Development and Operational Effectiveness

- Ability to apply conceptual models in support of formulation, implementation, monitoring and evaluation of development programmes and projects, mobilize resources
- Good knowledge of the Results Management Guide and Toolkit
- Strong IT skills
- Ability to lead implementation of new systems (business side), and affect staff behavioral/attitudinal change

##### Management and Leadership

- Focuses on impact and result for the client and responds positively to feedback
- Consistently approaches work with energy and a positive, constructive attitude
- Demonstrates strong oral and written communication skills
- Remains calm, control and good humor under pressure
- Demonstrates openness to change and ability to manage complex situations

### **Education/Experience/Language**

The incumbent should have the following qualifications and experiences:

- Advanced university degree in Iraqi law;
- At least three years of professional experience in an international development context and in conducting research and knowledge networking.
- Excellent research, writing and analytical skills
- Excellent interpersonal skills
- Fluency in Arabic (oral and written), and working knowledge of English..

### **Submission of Applications**

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Qualified candidates may submit their application, including a letter of interest, complete Curriculum Vitae and an updated United Nations Personal History Form (P.11) [English Version](#) or [French Version](#), to Maya Beydoun, via e-mail to [registry@undp-pogar.org](mailto:registry@undp-pogar.org). Kindly indicate the vacancy number and the post title in the subject line when applying by email.

### **Additional Considerations**

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- Applications received after the closing date will not be considered.
- Only those candidates that are short-listed for interviews will be notified.
- Qualified female candidates are strongly encouraged to apply.
- UNOPS reserves the right to appoint a candidate at a level below the advertised level of the post.

For more information on UNOPS, including its core values and competencies, please visit the UNOPS website at [www.unops.org](http://www.unops.org).