United Nations JPO Programme

TERMS OF REFERENCE

JPO (Associate Expert)
INT-171-17-P109

I. General Information

Title:
Associate Human Rights Officer

Sector of Assignment:
Human Rights

Organization/Office:

Duty Station:
Geneva, Switzerland

Duration:
1 year (with possible extension for another year)
[Extension of appointment is subject to yearly review concerning priorities, availability of funds, and satisfactory performance]

II. Supervision

Title of Supervisor:
Coordinator, Equality, Non-Discrimination and Participation Unit (EDPU), Special Procedures Branch

Content and methodology of supervision:
The incumbent will be under the general supervision of the Chief of the Special Procedures Branch and under the direct supervision of the Coordinator of the EDP Unit and in close collaboration with the professional staff member supporting the Special Rapporteur on the rights to freedom of peaceful assembly and of association, in support of the mandate of the Special Rapporteur on the rights to freedom of peaceful assembly and of association. Regular periodic information performance will take place as needed. In addition to that, the incumbent will be requested to prepare a personal work plan under the United Nations Performance Appraisal System (PAS), the purpose of which is to encourage a higher level of involvement and staff participation in the planning, delivery and evaluation of work. The PAS evaluation procedure encompasses a detailed work plan, as well as the ongoing evaluation that includes mid-year and end-of-the-year reviews.
III. Duties, Responsibilities and Output Expectations

Under the general supervision of the Chief of the Special Procedures Branch and the direct supervision of the Coordinator of the EDP Unit and in close collaboration with the professional staff member supporting the Special Rapporteur on the rights to freedom of peaceful assembly and of association, including regarding the promotion and protection of human rights in the context of peaceful protests, the incumbent will assist in:

Supporting the mandate of the Special Rapporteur on the rights to freedom of peaceful assembly and of association, principally by:
- researching a broad range of issues relating to violations and abuses of the rights to freedom of peaceful assembly and of association, including constitutional provisions, legislation, administrative regulations, policies, and practices, and prepare analytical briefs for the Special Rapporteur’s review and decisions on follow-up actions;
- drafting of other documents, notably correspondence with Governments, in follow-up to information submitted to the Special Rapporteur from individuals, groups, and other stakeholders, on violations and abuses of the rights to freedom of peaceful assembly and of association, as well as briefing notes to assist the Special Rapporteur to participate in key events and media releases;
- researching and contributing to the drafting of reports of the Special Rapporteur to the Human Rights Council and the General Assembly as necessary; preparing missions of the Special Rapporteur, most notably, timely preparation of comprehensive country-assessments as well as of correspondence related to the country visit and accompany the Special Rapporteur as required;
- organizing consultations and other expert meetings to inform the Special Rapporteur’s thematic research;
- supporting the Special Rapporteur in any other project that she may undertake within the remit of her mandate;
- contribute to the public information strategy on, and visibility of, the mandate and its work;
- other tasks as required by her/his supervisors in order to ensure comprehensive and effective servicing of the mandate of the Special Rapporteur and participate in activities carried out by the Branch and Office as a whole.

IV. Qualifications and Experience

Education:
Advanced university degree or equivalent theoretical knowledge in international law, including human rights law, or political science.

Work experience:
At least 2 years, preferably 3, of progressively responsible work experience in human rights.

Languages:
Fluency and excellent drafting skills in English. Knowledge of French and Spanish, and ability to draft in one or both would be highly desirable.

Other skills:
Good knowledge of UN human rights mechanisms, preferably including knowledge or experience of standards and mandates relevant to special procedures.

UN competencies:
**Professionalism:** good knowledge of human rights and awareness of issues related to public freedoms. Knowledge of institutional mandates, policies, procedures and guidelines related to human rights, in particular Special Procedures of the Human Rights Council. Excellent analytical and research skills, keen attention to detail, and accuracy and thoroughness of output. Strong analytical, research and drafting skills. Ability to incorporate gender perspectives in all areas of work.

**Communication** - Strong communication skills (in English or French), including the ability to produce a variety of written reports in a clear, concise style, and to deliver presentations to external audiences as necessary. Demonstrated openness in sharing information and keeping people informed.

**Teamwork** - Ability to work in a multi-cultural, multi-ethnic environment with respect for diversity. Ability to work jointly with other staff on multiple tasks.
Planning and Organizing - Ability to establish priorities and to plan work assignments, respond to competing demands and work under pressure of frequent and tight deadlines.

V. Learning Elements
After the assignment, the JPO will be able to:
- Provide support to a thematic special procedure mandate of the Human Rights Council.
- Research, analyse and prepare outputs on issues relating to violations and abuses of the rights to freedom of peaceful assembly and of association.
- Draft formal communications, notably with Governments, inter-governmental and non-governmental organisations or with individuals, in relation to a special procedure mandate.
- Prepare of, and participate in country missions, including drafting of mission reports;
- Explain to a variety of audiences the working methods of special procedures and more specifically the mandate of the SR on freedom of assembly and association and its work

VI. Background Information
Office of the United Nations High Commissioner for Human Rights (OHCHR)

The mission of the Office of the United Nations High Commissioner for Human Rights is to ensure the universal enjoyment of all human rights by giving practical effect to the will and resolve of the world community as expressed by the United Nations.

Mandate of OHCHR


The Human Rights Council assumed and extended the mandates of a number of special procedures, independent experts that assist the Council with its review of the human rights situation in a given country or thematic area. The Council also established a number of new special procedures mechanisms. The Special Procedures Branch of OHCHR provides Secretariat support to 34 of the thematic mandates, as well as general support to the overall system.

Thematic special procedures of the Human Rights Council carry out their functions through the preparation of thematic studies, handling of communications alleging violations of the relevant human rights, and conduct of in-situ visits to review the situation in a specific country, as well as general advocacy and awareness-raising. The mandate holders are individual experts serving in their personal capacity and without remuneration; their work on the relevant mandates is supported by the staff of the Office of the High Commissioner on Human Rights and their ability to fulfill their mandates relies heavily on the capacity of the Office to provide appropriate support to their activities.

The Equality, Non-Discrimination and Participation Unit of SPB supports the work of eight mandates which include the Special Rapporteur on violence against women, its causes and consequences; the Special Rapporteur on trafficking in persons, especially women and children; the Special Rapporteur on racism; the Special Rapporteur on the rights to freedom of assembly and association; the Independent Expert on a democratic and equitable international order; the Independent Expert on international solidarity and human rights, the Working Group on discrimination against women in law and in practice and the Special Rapporteur on the right to development. The mandate of the Special Rapporteur on the rights to freedom of peaceful assembly and of association was established by the Human Rights Council at its fifteenth session by resolution 15/21 and has been renewed since. The first Special Rapporteur Mr. Maina Kiai held the mandate from May 2011 to April 2017. The current mandate holder is Ms. Annalisa Ciampi who took up functions on 1st May 2017.
As it is stated in resolution 15/21, the main tasks which define the mandate are:

- To gather all relevant information, including national practices and experiences, relating to the promotion and protection of the rights to freedom of peaceful assembly and of association, to study trends, developments and challenges in relation to the exercise of these rights, and to make recommendations on ways and means to ensure the promotion and protection of the rights to freedom of peaceful assembly and of association in all their manifestations;

- To incorporate in his or her first report an elaboration of the framework, including seeking the views of States, through which the mandate holder will consider best practices, including national practices and experiences, that promote and protect the rights to freedom of peaceful assembly and of association, taking into account in a comprehensive manner the relevant elements of work available within the Council;

- To seek, receive and respond to information from Governments, nongovernmental organizations, relevant stakeholders and any other parties who have knowledge of these matters, with a view to promoting and protecting the rights to freedom of peaceful assembly and of association;

- To integrate a gender perspective throughout the work of the mandate;

- To contribute to the provision of technical assistance or advisory services by the Office of the High Commissioner to better promote and protect the rights to freedom of peaceful assembly and of association;

- To report on violations, wherever they may occur, of the rights to freedom of peaceful assembly and of association, as well as discrimination, threats or use of violence, harassment, persecution, intimidation or reprisals directed at persons exercising these rights, and to draw the attention of the Council and the High Commissioner to situations of particularly serious concern;

- To undertake his or her activities such that the present mandate will not include those matters of specific competence of the International Labour Organization and its specialized supervisory mechanisms and procedures with respect to employers’ and workers’ rights to freedom of association, with a view to avoiding any duplication; and

- To work in coordination with other mechanisms of the Council, other competent United Nations bodies and human rights treaty bodies, and to take all necessary measures to avoid unnecessary duplication with those mechanisms.

Resolution 21/16 of the Human Rights Council further:

- Invited the Special Rapporteur on the rights to freedom of peaceful assembly and of association to include, in his next annual report, the importance of the freedom of peaceful assembly and of association to the work of civil society actors, including with respect to the progressive realization of economic, social and cultural rights; and

- Requested the Special Rapporteur to present an annual report to the General Assembly.

Resolution 32/32 of the Human Rights Council further:

- Invited the Special Rapporteur to consider addressing, in his or her future reporting, the topic of professional associations, including the role of professional associations in the promotion and protection of all human rights, the realization of development efforts, and building and maintaining a democratic society, and also including how States and other relevant stakeholders may promote, create and maintain conditions conducive to the development and activities of professional associations.
Resolution 25/38 underlines the responsibilities of States in protecting the human rights of protesters and lays the grounds for greater guidance on how to put that protection into practice.

Resolution 31/37 underlines the necessity to address the management of assemblies, including peaceful protests, so as to contribute to their peaceful conduct, and to prevent loss of life of and injuries to protesters, bystanders, those monitoring such protests and officials exercising law enforcement duties, as well as any human rights violation or abuse, to ensure accountability for such violations and abuses and to provide victims with access to a remedy and redress.