

SECRETARIAT OF THE ASSEMBLY OF STATES PARTIES TO THE ROME
STATUTE OF THE INTERNATIONAL CRIMINAL COURT
THE HAGUE WORKING GROUP

The Secretariat of the Assembly of States Parties presents its compliments to State and, at the request of the interview panel, has the honour to convey herewith the vacancy notice for the post of the Head of the Independent Oversight Mechanism. Queries on the vacancy announcement should be directed to the Human Resources Section of the Court (applications@icc-cpi.int).

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International Criminal Court
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Job Title and Level:	Head, independent Oversight Mechanism (Investigation) (P4)
Vacancy Announcement No:	1011EE-RE
Deadline for Applications:	07.03.2011
Organizational Unit :	Independent Oversight Mechanism
Duty Station :	The Hague
Type of Appointment:	Established Post
Post number :	ICC-7500-E-P-4-XXXX
Minimum Net Annual Salary (Single Rate) (EURO) :	# 65,699

Contract Duration

One year with the possibility of extension (six months probationary period)

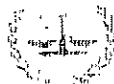
 Duties & Responsibilities

The Independent Oversight Mechanism (IOM) was established by the Assembly of States Parties in accordance with article 112, paragraph 4, of the Rome Statute to provide independent, effective and meaningful oversight of the International Criminal Court (the Court). The envisaged scope of the IOM includes investigation, evaluation and inspection, however it is only the professional investigative capacity that is currently being implemented. The additional elements of oversight, such as inspection and evaluation, may be brought into operation at a later date, subject to a decision of the Assembly of States Parties.

The Head of the Independent Oversight Mechanism (Investigations) will :

- Lead and direct the investigations function of the IOM, including management and administration of IOM investigative staff member/s;
- Coordinate with relevant internal and external stakeholders regarding IOM investigative activities and case referrals;
- Plan, organize, conduct and manage investigations into cases of alleged misconduct or serious misconduct, including possible unlawful acts, in violation of the regulations, rules and administrative issuances of the Court by elected officials, staff members and contractors/consultants;
- Supervise investigative activities of the IOM, by providing directions and coordinating activities of team member/s;
- Lead sensitive and complex interviews which require specialist skills and considerable experience such as the interview of elected officials, which includes judges, the Prosecutor, Deputy Prosecutors, the Registrar and Deputy Registrar;
- Draft reports of investigations with relevant findings and recommendations to the respective Court Organ head for appropriate action in disciplinary cases;
- Access and handle highly confidential and sensitive information and documentation paying the utmost attention to confidentiality and secure storage;
- Maintain case records and other evidentiary material as part of effective case management practices;
- Draft operational guidance material, including procedures and protocols utilized by the IOM pursuant to recognized best practices and relevant jurisprudence;
- Draft the quarterly activity and annual reports of the IOM for submission to the Assembly of States Parties;
- Within delegated certifying authority, be responsible for submitting future programme budget proposals for the effective

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functioning of the IOM in accordance with established procedures and certifying accounts of the office pursuant to the Financial Regulations and Rules of the Court.

Essential Qualifications:

- 1) Masters degree required in Law or Investigations-related field, such as forensic accounting, criminal justice, economic crime and fraud management. A first level university degree, with a relevant combination of qualifications and experience in law or investigations may be acceptable in lieu of the Masters degree;
- 2) At least 7 years (with an advanced degree) or 9 years (with a first level degree) of relevant experience in investigatory work, including a judicial body, law enforcement, anti-corruption or administrative investigations into workplace misconduct. Experience in other oversight functions, such as inspection and evaluation will be considered an asset;
- 3) Demonstrated strategic and managerial skills;
- 4) Advanced knowledge and understanding of theories, concepts and approaches relevant to administrative and/or criminal investigations; extensive practical experience in investigations with an ability to gather evidence and interview subjects and witnesses; excellent research, analytical and problem-solving skills, including the resolution of complex and sensitive issues/problems, prioritization of competing work demands and conflict resolution;
- 5) Excellent communication and negotiation skills, and strong demonstrated written skills with emphasis in complex report writing;
- 6) Ability to network and build effective work relationships with internal and external stakeholders;
- 7) Ability to deal with uncertain situations and apply sound judgment in decision making;
- 8) Ability to lead and work effectively both independently and as part of a small dedicated team;
- 9) Must have excellent interpersonal skills and ability to establish and maintain effective working relations in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity, including gender balance.
- 10) Professional and personal integrity

The selected candidate will be subject to a Personnel Security Clearance (PSC) process in accordance with ICC policy. The PSC process will include but will not be limited to, verification of the information provided in the personal history form and a criminal record check.

NB:

The Court reserves the right not to make any appointment to this vacancy, to make an appointment at a lower grade, or to make an appointment with a modified job description.

The International Criminal Court is a member organization of the Inter-Organization Mobility Accord and is interested in secondment of staff from organizations of the United Nations Common System.

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General Information

- Applicants may check the status of vacancies on ICC E-Recruitment web-site;
 - Post to be filled preferably by a national of a State Party to the ICC Statute, or of a State which has signed and is engaged in the ratification process or which is engaged in the accession process, but nationals from non-state parties may also be considered;
 - In accordance with the Rome Statute, the ICC aims to achieve fair representation of women and men for all positions, representation of the principal legal systems of the world for legal positions, and equitable geographical representation for positions in the professional category;
 - Applications from female candidates are particularly encouraged;
 - The Court reserves the right not to make any appointment to this vacancy, to make an appointment at a lower grade, or to make an appointment with a modified job description.
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