



**United Nations Assistance Mission for Afghanistan (UNAMA)**  
**INTERNAL/EXTERNAL VACANCY ANNOUNCEMENT**  
**(Re-advertisement)**

<b>Vacancy No.</b>	<b>58/12/2015</b>
<b>Post Title</b>	<b>Assistant Human Rights Officer</b>
<b>Level</b>	<b>NO-A (Fixed-term)</b>
<b>Organizational Unit</b>	<b>Human Rights Unit</b>
<b>Location</b>	<b>Farah Field Office</b>
<b>Number of post</b>	<b>01</b>
<b>Issuing Date</b>	<b>20/12/2015</b>
<b>Closing Date</b>	<b>03/01/2016</b>

**Important note:** UNAMA will only accept properly completed and signed Personal History Form (P.11) received before closing date. **CVs or Resumes** will not be considered nor will late submissions after closing date.

**DUTIES AND RESPONSIBILITIES**

Under the direct supervision of the International Human Rights Officer, the National Human Rights Officer performs the following duties:

**Protection of civilians**

- Monitor, investigate and document conflict-related incidents producing civilian casualties in Farah Field Office;
- Carry out rapid response investigations and reporting on major civilian casualty incidents wherever possible;
- Compile and draft timely input to regular and special thematic reports on protection of civilians in the armed conflict (including annual and mid-year public reports);
- As requested, conduct advocacy activities with local communities (elders, civil society, ulema), government authorities and Afghan National Security Forces (ANSF) on UNAMA Protection of Civilians reports and organize media roundtables on Protection of Civilians (PoC);
- Conduct capacity building training on IHL and relevant provisions of IHRL with ANSF;
- In coordination with the Political Affairs Unit, monitor and report on developments related to the Afghan Local Police and other Pro-Government Militias in the Western Region.

**Elimination of Violence against Women (VAW)**

- Monitor, investigate and document cases of VAW and other violations of the rights of women in Farah province;
- Monitor and report on the implementation of EVAW law, especially investigations and prosecutions;
- Conduct public awareness raising activities on harmful traditional practices (HTP) and on the EVAW law;
- Where possible and appropriate, conduct outreach to ulema, shuras and religious leaders;
- Monitor and report on the situation of police women in light of government plan to increase the number of female police;
- Advocate for preventive measures against VAW within Government Departments other than DoWA;

- Supports efforts to mainstream gender throughout the activities of the Farah Field Office
- Provide input to analytical and special incident reports on women's rights, where required;
- Regularly attend Gender Based Violence (GBV) networks meetings, Commission on ERAW law, CCA and WAW meetings.

### **Treatment of conflict-related detainees**

- Assist in the monitoring, investigating and reporting on violations against conflict related detainees within NDS and MoI detention facilities in the Western Region;
- In coordination with the Rule of Law section, monitor court proceedings in cases whereby conflict-related defendants' due process rights are at particular risk;
- Discussing findings and recommendations from monitoring detention facilities published by UNAMA with relevant authorities.

### **Peace and reconciliation**

- Advocate for equitable representation of civil society and women in the Afghan Peace and Reconciliation Process membership, in cooperation with the UNAMA Political Affairs Department, in the Western Region;
- Monitor the vetting of prospective ex-combatants to ensure that individuals who have allegedly committed serious violations of human rights or international criminal law are not joining the process;
- Facilitate implementation of the Afghan People's Dialogue on Peace with civil society and AIHRC to ensure broad-based consultation of local communities.

### **Others**

- Maintain a general up-to-date knowledge of human rights issues, including relevant political and legal developments in the Western Region;
- Develop joint monitoring, advocacy and reporting initiatives with Afghan human rights civil society organizations present in Farah Provinces.
- Liaise and maintains regular contact with other UNAMA components, the authorities, United Nations agencies and other partners and provides feedback, notes and talking points as required;
- Provide interpretation services during meetings and translate documents from English to Dari and Pashto and vice versa;
- Perform any other related duties as required.

### **QUALIFICATIONS AND EXPERIENCE**

**Education:** An advanced university degree (Master's degree or equivalent) OR first-level university degree (Bachelor degree or equivalent) in law, political science, international relations, social sciences, or in a related area.

**Work Experience:** Work experience is not required for applicants with a relevant Master's degree to the position advertised. However, applicants with a Bachelor's degree must have a minimum of two (2) years of progressively responsible/professional and relevant experience in the fields of human rights, social work, legal affairs or a closely related field is required. Experience acquired in developing and/or implementing projects for communities at risk or population in vulnerable situation is required.

Experience working with national and/or international human rights standards, instruments and mechanisms. Previous experience in human rights monitoring and reporting and on/or in building capacity for the promotion and protection of human rights. Previous experience in project management is desirable. Experience in facilitating training, participating in education or information campaigns. Previous experience in assisting victims of human rights violations.

**Languages:** Fluency in written and oral English and Dari/Pashtu is required.

## **UN CORE VALUES AND COMPETENCIES**

**Professionalism:** Shows pride in work and achievements. Demonstrates professional competence and mastery of the subject. Is conscientious and efficient in meeting commitments, observing deadlines and achieving results. Is motivated by professional rather than personal concerns. Shows persistence when faced with difficult problems or challenges.

Takes responsibility for incorporating gender perspective and ensuring the equal participation of women and men in all areas of work.

**Communication:** Speaks and writes clearly and effectively. Listens to others, correctly interprets messages from others and responds appropriately. Asks questions to clarify, and exhibits interest in having two-way communication. Tailors language, tone, style and format to match the audience. Demonstrates openness in sharing information and keeping people informed.

**Client Orientation:** Considers all those to whom services are provided to be “clients” and seeks to see things from clients’ point of view. Establishes and maintains productive partnerships with clients by gaining their trust and respect. Identifies clients’ needs and matches them to appropriate solutions. Monitors ongoing developments inside and outside the clients’ environment to keep informed and anticipate problems. Keeps clients informed of progress or setbacks in projects. Meets timeline for delivery of products or services to client.

## **APPLICATIONS**

Applicants must accurately complete, sign and date the United Nations Personal History form (P.11) and forward the duly completed signed P.11 copy by e-mail to: [unamava\\_herat@un.org](mailto:unamava_herat@un.org)

**Applicants should indicate VA Number and Post Title on the email subject line when submitting duly completed and signed P.11 Form. UNAMA will not consider any applications received without VA Number and Post Title in the email subject line and after the closing date of the VA. Incomplete P.11 will not be accepted.** Please note that any information provided on the P.11 form will be considered binding. **The selected candidates will be subject to a reference checks process to verify the information provided in the P.11 form.**

**Qualified female candidates are encouraged to apply**

Only applicants who are short-listed will receive an acknowledgement within two weeks from the deadline indicated on the VA.

The necessity for ensuring the highest standards of efficiency, competence and integrity remain the paramount considerations in the employment of personnel. To ensure fairness and transparency, selection will be made on a competitive basis through a selection panel.