



# UNODC

United Nations Office on Drugs and Crime

Regional Office for the Middle East and North Africa

## I. Position Information

<b>Job Code Title:</b>	National Project Officer (Human Trafficking and Migrant Smuggling)
<b>Project Title:</b>	Global action to prevent and address trafficking in persons and the smuggling of migrants
<b>Contract Type and Grade:</b>	Service Contract, SB-4
<b>Duration of contract:</b>	1 year (renewable upon satisfactory performance and availability of funds)
<b>Supervisors:</b>	Crime Prevention Expert (Human Trafficking) and Global Project Coordinator.
<b>Deadline for application:</b>	<b>2 July 2016</b>
<b>Duty Station:</b>	Rabat, Morocco

## II. Organizational Context

This position is located in Rabat, Morocco. The incumbent will work under the direct supervision of the ROMENA Crime Prevention Expert (in the Programme Coordination and Analysis Unit), located at the UNODC Regional Office for the Middle East and North Africa (ROMENA) in Cairo, Egypt, and the overall substantive guidance of the GLO.ACT Project Coordinator and the Regional Representative for the Middle East and North Africa.

***Work implies frequent interactions with the following:***

Counterparts, officers and technical staff in relevant Secretariat units and UN funds, programmes and other UN specialized agencies; senior level officers in national governments, international organizations, consultants.

## III. Purpose of the assignment

Within assigned authority, the National Project Officer will assist in the implementation of the GLO.ACT project “Global action to prevent and address trafficking in persons and the smuggling of migrants”. In particular the incumbent will be responsible for the following specific duties:

- Provide substantive and technical expertise for the implementation and assessment of the project, including the collection and compilation of relevant background data and information;
- Undertake associated desk research and assessment missions;
- Assist in coordinating project implementation, for example, by arranging assistance delivery and procurement in line with UN rules and regulations;
- Attend and contribute to technical consultations with participating countries, donors and other actors on measures against trafficking in persons and/or smuggling of migrants;
- Facilitate and provide training and other capacity-building assistance for criminal justice actors, including the development of related technical material.

- Undertake negotiations and consultations at working level on anti-trafficking in persons and anti-smuggling issues, especially those concerning criminal justice, with relevant international bodies and organizations and NGOs, as required;
- Prepare technical presentations on the project at related regional/international criminal justice and/or other events, as required;
- Design and facilitate interregional, regional and national training activities targeted to criminal justice related to trafficking in persons and smuggling of migrants;
- Design, prepare and/or facilitate standardized training materials, as an ongoing task;
- Contribute to updating, by reviewing and revising, relevant UNODC training and capacity-building tools; promote their use and application by respective target groups; compile information on best practices in the response to trafficking in persons and smuggling of migrants;
- Coordinate at working level with other intergovernmental organizations, relevant non-governmental organizations and institutions which are active in the provision of training on related issues nationally and regionally;
- Perform other duties as required.

#### **IV. Impact of results**

Provides well-researched and sound analysis and advice on crime prevention and criminal justice related developments in countries and regions, in the specific areas of trafficking in persons and smuggling of migrants, with special focus on law enforcement and prosecution/criminal justice; delivers outputs in a timely manner; effectively implements and/or supports of programme activities; effectively disseminates best practices and methodologies. Organizes and participates in field missions. Delivers effective substantive and technical assistance in the organization and delivery of training for crime prevention and criminal justice administrators. Liaises effectively and in a timely manner and interacts with colleagues and concerned parties internally and externally.

#### **V. Competencies and Critical Success Factors**

- **Professionalism:** Has in-depth knowledge and specialization in the field of human trafficking and/or migrant smuggling. Has knowledge of policies and practices in crime prevention and criminal justice, as well as the mandates of the United Nations Office on Drugs and Crime. Has knowledge of and specialization in substantive and functional areas with very good research and analytical skills. Is able to identify and contribute to the solution of problems/issues. Has knowledge of various research methodologies and sources, including electronic sources on the internet, intranet and other databases. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; 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; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives 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 audience; demonstrates openness in sharing information and keeping people informed.
- **Teamwork:** Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.
- **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.

## VI. Recruitment Qualifications

Education:	<ul style="list-style-type: none"> <li>• Advanced university degree (Master's degree or equivalent) in criminal law, criminology, and/or related social science, international relations, political science, law, or public administration.</li> <li>• A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree.</li> </ul>
Experience:	<ul style="list-style-type: none"> <li>• A minimum of five years of relevant professional experience in crime prevention and criminal justice at national and international levels is required. Direct experience in the investigation and/or prosecution of transnational organized crime, particularly human trafficking or migrant smuggling cases, or in other roles related to the response to trafficking or smuggling at increasing levels of responsibility is required.</li> <li>• Experience in international criminal justice matters as well as familiarity with project formulation, implementation and monitoring, and exposure to international development cooperation is highly desirable.</li> <li>• Living/working experience in developing countries and proven cross-cultural and gender sensitivity are highly desirable.</li> </ul>
Language Requirements:	<ul style="list-style-type: none"> <li>• English and French are the working languages of the United Nations Secretariat. For the position advertised, fluency in English, Arabic, and French i.e. oral and written proficiency, is required.</li> <li>• Knowledge of another UN official language is an advantage.</li> </ul>
Other desirable Skills:	<ul style="list-style-type: none"> <li>• Experience in the use of computers and office software packages (MS Word, Excel, etc) and advanced knowledge of spreadsheet and database packages; experience in handling web-based management systems.</li> <li>• Work experience with the Umoja management system is desirable.</li> </ul>

Interested candidates should submit their duly filled P.11 form\* and a cover letter explaining why they think they are the best candidates for the position to [hr.egypt@unodc.org](mailto:hr.egypt@unodc.org) by **close of business Saturday 2 July 2016, writing in the subject line the title of the position.**

\*P.11 form can be downloaded through: <http://www.eg.undp.org/content/dam/egypt/docs/Vacancies/P11form.doc>

*Only short-listed candidates will be contacted*