**UNITED NATIONS**



### OFFICE ON DRUGS AND CRIME

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| ANNOUNCEMENT NUMBER | 42-CON-14 |
| DEADLINE FOR APPLICATIONS | 9 December 2014 |
| TITLE | Individual Contractor (Terrorism Prevention Branch) |
| ANTICIPATED DURATION | 5 January – 3 July 2015 (120 working days) |
| ORGANIZATIONAL UNIT | Implementation Support Section II: Sub-Saharan Africa (ISS II),  Terrorism Prevention Branch, Division for Treaty Affairs, United Nations  Office on Drugs and Crime (UNODC) |
| DUTY STATION | Vienna |
| ESTIMATED REMUNERATION\* | to be determined |

# ANNOUNCEMENT FOR CONTRACTUAL SERVICES

\* This assignment does not carry any entitlement to social benefits such as medical insurance, pension, sick leave, etc.

**BACKGROUND AND RESPONSIBILITIES:**

In the context of global counter-terrorism, the United Nations Office on Drugs and Crime (UNODC) is mandated to provide assistance to requesting countries in their efforts to address the legal and criminal justice aspects of countering terrorism. UNOC carries out this work primarily through its Terrorism Prevention Branch (TPB).

The objective of the technical assistance activities of the TPB is to strengthen rule of law-based criminal justice responses to terrorism. It does this by: (i) providing legal advice to States becoming parties to the universal legal instruments against terrorism; (ii) assisting States to incorporate their provisions into national legislation; and (iii) providing training to criminal justice officials on implementing rule of law-based measures against terrorism, including international cooperation in criminal matters. To achieve sustained impact, TPB has also been preparing specialized publications and training modules.

TPB requires the services of a contractor to provide junior professional level support to UNODC/TPB officers in programming and implementing technical assistance activities concerning criminal justice responses to terrorism, carried out the Implementation Support Section II, covering Sub-Saharan Africa.

Within the framework of this assignment, the contractor will be required to execute the following tasks under the overall guidance of the Chief of Section and the supervision of the concerned Officers of the Section. She/he will perform the following tasks in support of implementing the Section’s work plan.

*(a) Provide support in the planning and implementation of counter-terrorism technical assistance activities, in particular: legislative assistance, capacity building workshops, train-the-trainers courses and other relevant initiatives in the legal and related aspects of counter-terrorism:*

* Support the planning and organization of national and regional training workshops;
* Assist the lead officer in identifying, elaborating and monitoring substantive and organizational tasks to be performed. Support tasks include, but not limited to: preparation of the substantive agenda; identification of resource persons; monitoring of administrative tasks; communication with relevant parties, including the resources persons, national authorities, participants, UNODC field offices and field experts; draft correspondence; provide overall assistance for the preparation of, and participation in, technical assistance missions to Member States, as required;
* Provide substantive input, analysis and conduct research for the preparation of programme activities;
* Draft speaking notes and power point presentations, as required.

1. *Provide support with regard to the preparation of technical assistance tools, compilation and analysis of legal documents and other documents in support of on-going work:*

* Undertake the required background research, compile information and analyse relevant material;
* Support the legal review and analysis of national counter terrorism provisions in accordance with the international legal framework against terrorism;
* Provide English language editing support for TPB publications, project proposals, correspondence and promotional material.

1. *Undertake other tasks, as necessary.*

**QUALIFICATIONS:**

Education: First-level university degree in law or a related field. Good knowledge of the universal instruments against terrorism and of the related mechanisms of international cooperation in criminal matters. Knowledge of the UNODC mandates and activities in counter terrorism area is an advantage.

Professional Experience: A minimum of one year of professional experience, preferably in criminal or international law, including legal research and analysis, preferably dealing with terrorism or related areas. Work experience within the United Nations system is desirable. Excellent skills in conducting legal research; sound planning and organizing skills.

Languages: English and French are the working languages of the United UN Secretariat. For the position advertised, fluency in English with excellent drafting skills is requested and fluency in French is highly desirable.

All applicants are requested to complete a United Nations Personal History form (PHP), available online (inspira.un.org) or send a complete United Nations Personal History form (P.11). **Applicants should also outline in a cover letter why they consider themselves qualified for the** **position. Due to the expected high volume of applications, only candidates under serious consideration will be contacted.** All applications should be sent to consultants@unvienna.org, by e-mail with PHP/P.11 in pdf format attached and with the announcement number mentioned clearly in the subject line. **Preference will be given to equally qualified women applicants.**