



External Publication of Job Posting

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Job Posting Title

POLITICAL OFFICER (GOVERNANCE, CONSTITUTIONALISM AND RULE OF LAW)

Start Date

10.10.2018

End Date

11.11.2018

Reference Code

PA / 02 / 03

Job Title

POLITICAL OFFICER (GOVERNANCE, CONSTITUTIONALISM AND RULE OF LAW)

Organization

The African Union, established as a unique Pan African continental body, is charged with spearheading Africa's rapid integration and sustainable development by promoting unity, solidarity, cohesion and cooperation among the peoples of Africa and African States as well as developing a new partnership worldwide. Its Headquarters is located in Addis Ababa, capital city of Ethiopia.

The Constitutionalism and Rule of Law Unit is a Unit within the DPA of the African Union Commission. It aims to contribute the overall mandate of the DPA, in promoting good governance and the respect for the rule of law on the continent. The main axes of work of the constitutionalism and the rule of law unit are: research on constitutional issues and development of continental guidelines and normative framework, technical assistance to Member States undergoing constitutional review and preventive diplomacy.

In seeking to achieve these objectives, the African Union intends to strengthen its capacity to deliver by, among others, the implementation of new organization structure and the filling of regular, fixed and short-term vacant posts.

The Commission of the African Union invites applicants who are citizens of Member States for the regular post of Political Officer for Governance, Constitutionalism and Rule of Law in the Department of Political Affairs of the African Union Commission (AUC), located in Addis Ababa, Ethiopia.

Least Representative Countries:

Candidates from the following least represented countries at the African Union Commission are encouraged to apply: Algeria, Angola, Cape Verde, Central African Rep, Congo (DRC), Comoros, Equatorial, Ghana, Guinea, Guinea Bissau, Guinea-Conakry, Madagascar, Mali, Morocco, Namibia, Saharawi Arab D.R, Sao Tome and Principe, Seychelles, Somalia, South Africa and South Sudan.

Department

1. Post:

Job Title: Political Officer (Governance, Constitutionalism and Rule of Law)
Grade: P2 Step 5
Supervisor: Senior Political Officer, DGHRE
Department: Department of Political Affairs
Duty Station: Addis Ababa, Ethiopia
Number of Posts: One (1)

Project

2. Job Purpose

To contribute to the implementation, monitoring and evaluation of the Constitutionalism and Rule of Law Unit programme activities and assist the Head of Unit in the operationalization and functionality of the Unit.

Tasks

3. Major Duties and Responsibilities:

- Assist in development of Constitutionalism and Rule of Law concept strategy and background documents for promoting and Constitutionalism and Rule of Law in Member States;
- Contribute in developing, planning, preparing and implementing programme activities related to Constitutionalism and rule of law, as well as providing technical assistance to Member States;
- Provide support in drafting documents for the monitoring and implementation of decisions and programmes related to constitutionalism and rule of law;
- Contribute in developing concept documents for a better coverage of issues related to Constitutionalism for further implementation of the African Charter on Democracy, Election and governance with a range of stakeholders such as schools, civil society, parliamentarians and judges;
- Establish and/or maintain appropriate working relations with AU Organs and partners of African Union on issues related to Constitutionalism and rule of law and assist in building the capacity of the unit on the same;
- Provide advice on Constitutionalism and rule of law issues, including input into official communications, organising seminars, workshops and other related activities in the field of constitutionalism and rule of law and other documents;
- Develop promotional materials to disseminate the work of the Unit;
- Assist in the work of the Ministerial Committee of African Candidatures within the International System
- Assist in the work of the Committee of 10 Heads of States and Government for the United Nations Security Council reform.
- Create and maintain information and document tracking system;
- Perform any other relevant tasks assigned by supervisor.

Requirements

4. Educational Qualification and Work Experience Required:

- A University Bachelor Degree in Social Sciences, Law, or a related field with 3 years of experience in the field of Constitutionalism and Rule of Law.
- Working experience in policy related position Practical involvement on Constitutionalism and Rule of Law issues with an International Organization and is required.
- Experience working in an International Organization, a University or Research Institute working is required.

OR

- A University Diploma in Social Sciences, Law, or a related field with 5 years of experience in the field of Constitutionalism and Rule of Law.
- Working experience in policy related position Practical involvement on Constitutionalism and Rule of Law issues with an International Organization and is required.
- Experience working in an International Organization, a University or Research Institute working is required.

A Masters' degree in fields related to social sciences, law and democratization in Africa will be an added advantage.

5. Required Skills and Competencies:

A. Functional Skills:

- Experience in drafting working documents (concept notes, policy briefs and factsheets) and outcomes of the meetings of the Constitutionalism and Rule of Law Unit;
- Policy analysis skills
- Excellent drafting, presentation and reporting skills;
- Excellent communication and negotiating skills;
- Excellent speech writing skills;
- Good planning and organizational skills;
- Good supervisory skills for youth volunteers and interns;
- Must be computer literate;
- Effective written, oral communication and presentation skills.

B. Personal Abilities:

- Sound judgment in interpretation of instructions and guidelines;
- Coordination and further delegation of assignments;
- Ability to work in a team;
- Ability to operate effectively across organizational boundaries;
- Ability to establish and maintain effective working relations with people of different national and cultural backgrounds with respect for diversity;
- Ability to organize and motivate others;
- Punctuality and working under tight time schedules;
- Ability to work in a multi-cultural environment.
- Diligence when unsupervised;

C. Knowledge and Understanding:

- Excellent knowledge of current political, security, socio-economic and humanitarian situations in Africa and the world;
- Demonstrated excellence in report writing and policy analysis;
- Qualitative and quantitative analysis skills;
- Publications in refereed journals;
- Teamwork and working in multi-cultural environments;
- Networking among expert groups and organizations;
- Negotiation and consensus building;

6. Language Requirements

Candidate must be Proficient in English and/or French. Proficiency in one or more other working language(s) of the AU will be an added advantage

7. Tenure of Appointment

The appointment will be made on fixed term contract for a period of two (2) years, of which the first six months shall be considered as probationary period. Thereafter, the contract may be renewed subject to satisfactory performance, agreed deliverables and availability of funding.

8. Gender Mainstreaming

The AU Commission is an equal opportunity employer and qualified candidates, including women, are strongly encouraged to apply.

9. Remuneration

Indicative salary for this position is US\$85,212.07 (P2 Step 5) per annum including all allowances for internationally recruited staff and US\$ 66,751.81 for locally recruited staff of the African Union Commission.

How to Apply

All applications must reach the African Union Commission not later than 11th November 2018 through the AU Commission's website <http://www.aucareers.org>.

Applications are pre-screened by the system according to the published requirements of the job opening on the basis of the information provided in the application. In relation to the requirements of the job opening, applicants must provide complete and accurate information pertaining to their qualifications, including their education, work experience, and language skills. Each applicant must bear in mind that submission of incomplete or inaccurate applications may render that applicant ineligible for consideration for the job opening. Initial screening and evaluation of applications will be conducted on the basis of the information submitted. Applications cannot be amended following submission. Candidates under serious consideration for selection will be subject to a reference-checking process to verify the information provided in the application.

Directorate of Administration and Human Resources Management,
African Union Commission

Contract Type

Fixed Term Contract

Employment Fraction

Full-time

Branch

Headquarters