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Job Posting Title

SENIOR LEGAL OFFICER, INTER-AFRICAN AND TREATY MATTERS

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06.12.2018

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10000518 - 03

Job Title

SENIOR LEGAL OFFICER, INTER-AFRICAN AND TREATY MATTERS

Organization

1. Background Information

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.

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

The Commission of the African Union invites applicants who are citizens of Member States for the regular post of Senior Legal Officer (Inter-African and Treaty Matters) in the Office of the Legal Counsel of the African Union Commission.

Department

2. Post

Title: Senior Legal Officer - Inter-African and Treaty Matters

Grade: P3

Supervisor: Legal Counsel

Department: Office of the Legal Counsel

Duty Station: Addis Ababa

Positions: 1

Project

Job Purpose:

The Senior Legal Officer provide key legal expertise and perform supervision function on relevant areas.

Tasks

Major duties and responsibilities

Under the supervision of the Legal Counsel, the Senior Legal Officer has the following functional and specific responsibilities:

Functional responsibilities:

- a. Provide sound, timely high level legal and policy advice to the relevant authority;
- b. Produce and/or contribute to key legal or policy analysis and publications;
- c. Promote the integration of legal work across the regional programs and particularly in the regional offices’;
- d. Develop and implement capacity building and training programs;
- e. Contribute to standard-setting, thorough participating in meetings, drafting work and promoting international standards;
- f. Participate in the organization of relevant meetings, congresses and conferences with stakeholders;
- g. Engage with relevant mid-level stakeholders and develop relationships;
- h. Contribute to the day-today administrative management of the Division
- i. Follow up on activities of the Division, including monitoring and evaluating progress made in line with a predefined strategic plan.

Specific responsibilities:

Under supervision of the Legal Counsel:

- a. Draft legal texts, in particular treaties, conventions, protocols, cooperation agreements and such other legal instruments;
- b. Oversee the depository functions of the Office of the Legal Counsel such as updating the AU treaties database, conducting treaty signing and receipt of instruments of ratification or accession, development of promotional activities to encourage signature, ratification/accession and implementation, among others;
- c. Assist in other tasks aimed at ensuring the smooth and quick implementation of the AEC Treaty and other AU treaties and conventions;
- d. Ensure effective cooperation with the Regional Mechanisms, Regional Economic Communities(RECs) as well as Partners;
- e. Advise all the policy organs of the AU in the exercise of their law making functions in order to ensure legality and harmonization with existing texts;
- f. Provide necessary administrative legal and logistics support to the meetings of the Legal Advisors of the AU and RECs.
- g. Provide legal services to other organs of the Union such as the Pan-African Parliament, the Court of Justice etc.;
- h. Follow up on the work of the various Regional Mechanisms and Regional Economic Communities with a view to harmonizing their treaties and protocols with the relevant legal instruments of the Union and also deal with issues of noncompliance with the provisions of the Constitutive Act of the African Union and the AEC Treaty;
- i. Provide legal advice to the other Policy Organs of the AU, such as the Assembly, the Executive Council

and the Central Organ/Peace and Security Council to ensure that appropriate decisions are taken and implemented;

- j. Prepare reports for submission to the Executive Council and the Assembly of the Union;
- k. Represent the Commission in meetings of a legal nature;
- l. Advise on the harmonization and coordination of legal strategies and policies of all member States within the framework of the Union;
- m. Follow up on the legal aspects of activities of the regional representations, specialized offices and agencies;
- n. Supervise the work of the Legal Officer as directed by the supervisor;
- o. Perform any other work as may be assigned by supervisor(s).

Requirements

Required qualification and experience:

- Masters degree or equivalent in International Law (with main focus on Law of Treaties) from a recognized University. A Masters qualification in International Trade Law, International Economic Law, Intellectual property Rights Law of the Sea, Maritime Law, Law of International Organizations, Arbitration or Law of Treaties would be an advantage;

OR

Bachelor Degree/LLB in similar fields with ten (10) years extensive relevant work experience in the areas mentioned above. A higher level of education is preferred.

PhD in any of these fields and other relevant fields of study would be an added advantage.

- Candidates must possess a minimum of seven (7) and ten (10) years relevant work experience for Masters and Bachelor level of education respectively as stated above, out of which three (3) and five (5) years, respectively, should be at supervisory level. The work experience should be in international organizations such as UN, Regional Organizations or similar organizations and institutions dealing with multilateral issues, Departments of Legal Affairs in Ministries of Foreign, External, International Affairs or Cooperation of Member States.

- Candidates should have:

- Commendable experience in preparing and drafting treaties, solid knowledge of treaty law and depositary functions are mandatory;
- Knowledge of the steps of depositing legal instruments is crucial;
- Excellent and demonstrated research skills;
- Acquaintance / knowledge of AU treaties would be an added advantage;

- 6. Relevant skills and competencies:

Technical competencies:

- Solid knowledge of treaty law and depositary functions are crucial and mandatory;
- Excellent and demonstrated research skills
- Acquaintance/knowledge of AU treaties would be an added advantage.

Other skills and competencies:

- Excellent interpersonal and communication skills
- Sound planning and organizational skills
- Ability to negotiate diplomatically
- Ability to delegate the appropriate responsibility, accountability and decision making authority with regard to performance management and professional development
- Ability to demonstrate leadership competencies including but not limited to strategic insight, developing others, change management and management of risk;
- Ability to guide relationship with a wide network of internal and external contacts, foster accountability

culture, anticipate obstacles realistically and plan for contingencies, create plans that factor in time for unexpected problems and uncertainties;

- Ability to demonstrate a learning orientation, communicate with influence and drive for results;

7. Language requirement:

The African Union working languages are Arabic, English, French and Portuguese. For this position, fluency in English or French (both oral and written) is required. Advanced knowledge (both oral and written) in the second language is highly desirable. Knowledge of Arabic or Portuguese would be an added advantage.

8. Tenure of Appointment:

The appointment will be made on regular term contract for a period of three (3) years, of which the first twelve months shall be considered as a probationary period. Thereafter, the contract will be for a period of two years renewable, subject to satisfactory performance and deliverables.

9. Gender Mainstreaming:

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

10. Remuneration:

Indicative basic salary of US\$ 37,453.00 (P3 Step1) per annum plus other related entitlements e.g. Post adjustment (46% of basic salary), Housing allowance US\$ 22,932.00 (per annum), education allowance (100% of tuition and other education related expenses for every eligible dependent up to a maximum of US\$ 10,000.00 per child per annum), etc. for internationally recruited staff of the Commission.

How to Apply

All applications must reach the African Union Commission not later than 6th January 2019. 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
Addis Ababa, Ethiopia

Contract Type

Regular (Long Duration)

Employment Fraction

Full-time

Branch

Headquarters