



Organization for Security and Co-operation in Europe

Vacancy Notice Number: VNKYRS00186
Vacancy Type: International Seconded
Field of Expertise: HUMAN RIGHTS
Functional Level (LoPC): MIDDLE MANAGEMENT
Post Title: SENIOR HUMAN DIMENSION OFFICER
OSCE Mission/Institution: OSCE Centre in Bishkek
Duty Station: Bishkek, Kyrgyzstan
No. of Positions: 1
Date of Entry on Duty: As soon as possible
Vacancy Notice Issue Date: 29-Oct-2010
Deadline for Application: 19-Nov-2010

General Minimum Requirements

The general minimum requirements for working with the OSCE are:

- Excellent physical condition
- Possession of a valid automobile driving license and ability to drive using manual transmission
- Ability to cope with physical hardship and willingness to work extra hours and in an environment with limited infrastructure

Field of Expertise Requirements

The general minimum requirements for working in this field of expertise are:

- University education in political sciences, international relations, public policy, law, international human rights law or other human rights related fields
- Experience working with human rights, minority or gender issues
- Demonstrable organizational, analytical, communication and interpersonal skills
- Experience in drafting reports

Level of Professional Competence Requirements

Furthermore, this level of responsibility requires the following:

Education:

Advanced education/certified training course in a relevant field desirable

Experience:

Minimum 6 years of relevant, diversified and progressively responsible professional experience including at least 3 years at the management level relevant to the actual position

Mission Specific Requirements

Additionally, this particular post has specific requirements:

Mandatory:

- Field experience in one or more of the following fields: legal and/or human rights
- Experience in the field of project management
- Ability to liaise with representatives of governmental and non-governmental structures
- Knowledge of international human rights law and mechanisms
- Professional fluency in the English language, and the ability to draft documents clearly and concisely
- Very good working knowledge of the Russian language (knowledge of Kyrgyz would be an advantage)
- Sound analytical skills
- Cultural sensitivity and judgement
- Demonstrated ability and willingness to work as a member of a team, with people of different cultural and religious backgrounds, different gender, and diverse political views, while maintaining impartiality and objectivity
- Ability to operate windows applications, including word processing and email

Desirable:

- Experience of working in Central Asia and/or the Russian Federation
- Knowledge of OSCE principles and commitments
- Initial secondment for a period of one year is envisaged

Tasks and Responsibilities

Under the general direction and supervision of the Head of Centre (HoC) and Deputy Head of Centre (DHoC), the incumbent will be responsible for the management of the human dimension activities. Specifically, the Senior Human Dimension Officer performs the following duties:

1. Advises the Head and the Deputy Head of Centre on policies and major issues affecting the implementation of the OSCE Centre in Bishkek's human dimension activities;
2. Monitors and reports on the developments in the host country from the human dimension perspective and follows the implementation of the OSCE human dimension commitments;
3. Manages the development, co-ordination and implementation of human dimension activities and programmes;
4. Conceptualizes, develops and implements projects within the framework of the democratization field and in response to the needs and priorities of the country;
5. Establishes and maintains contacts with local and national authorities, universities, research institutions, and NGOs;
6. Assists in arranging OSCE regional events, inter alia, regional seminars and visits to the area by OSCE delegations, as well as other events with OSCE participation;
7. Performs other related duties as required.

The OSCE is committed to achieving a better balance of women and men within the Organization. The nomination of female candidates is particularly encouraged.

Candidates should, prior to applying, verify with their respective nominating authority to which extent financial remuneration and/or benefit packages will be offered.

Please apply to your relevant authorities several days prior to the deadline expiration to ensure timely processing of your application. Delayed nominations will not be considered.