



# UNITED NATIONS ASSISTANCE MISSION IN SOMALIA (UNSONM)



UNITED NATIONS CORE VALUES: INTEGRITY, PROFESSIONALISM, RESPECT FOR DIVERSITY  
THIS POSITION IS OPEN TO SOMALI NATIONALS ONLY AND DOES NOT HAVE INTERNATIONAL BENEFITS  
FEMALE CANDIDATES ARE PARTICULARLY ENCOURAGED TO APPLY

**DEADLINE FOR APPLICATIONS:** 14 JULY 2016  
**DATE OF ISSUANCE:** 15 JUNE 2016  
**FUNCTIONAL TITLE:** ELECTORAL OFFICER (LEGAL)  
**LEVEL:** NO-C  
**SECTION:** INTEGRATED ELECTORAL SUPPORT OFFICE (IESG)  
**LOCATION:** MOGADISHU  
**DURATION OF CONTRACT:** ONE (1) YEAR FIXED TERM  
**VACANCY ANNOUNCEMENT NUMBER :** UNSOM/ELEC/043/2016

#### Special Notice:

This position is based in Mogadishu and is funded for an initial period of one year and may be subject to extension. Appointment against this post is on a local basis. The candidate is responsible for any travel expenses incurred in relation to this appointment. All applicants are strongly encouraged to apply on-line as soon as possible after the job opening has been posted and well before the deadline stated in the job opening.

Interested applicants who are working with UN Contractors must fulfil the obligations of their contracts with the UN Contractors in order to be eligible to apply for this vacancy.

#### Organizational Setting and Reporting Relationships:

This position is located in the Integrated Electoral Support Group (IESG) Office in Mogadishu. The incumbent will report to the Electoral Legal Advisor.

#### Responsibilities:

Within delegated authority, the Electoral Officer (Legal) will be responsible for the following duties:

Implement, and, in exceptional cases, supervise the implementation of, electoral programs and processes in the following areas, as required:

Handles a range of issues related to the Electoral Legal Framework of Somalia, including the interpretation and application of the Somali Legislations.

Conducts extensive legal research and analysis, prepare studies, comparative studies, briefs, reports, correspondence, and presentations of key information to facilitate decision making, as well as produce well-reasoned and clearly written recommendations, opinion and identification of issues on assigned legal topics.

Undertakes basic or extensive review of legal documents, instruments, or other material; identifies important issues, similarities, and inconsistencies, etc.

Prepares or assists in the preparation of drafts of background papers, studies, reports, legislative texts and commentaries on those texts, teaching materials in the field of international law, human right, electoral law, electoral disputes resolutions etc.

Services or assists senior colleagues in servicing workshops, conferences, national consultations, commissions, committees, task forces, expert groups and other bodies, including preparation of background materials, training materials, meeting reports, etc.

Interact on regular bases with the senior officials the of National Independence Electoral Commission (NIEC) Chairperson and members of the Board of commissioners, and Ministry of Interior and Federal Affairs (MoIFA) to follow the progress.

Report regularly on the drafting an adoption of legislation, regulation pertaining to the upcoming constitutional referendum and electoral process i.e. the electoral framework including political parties law, citizenship law and the Electoral Law.

Interact with the members of the Electoral Law working group at MoIFA, on a daily bases to support, report, and assist the working group with the needs and play a liaison role between them and the IESG team.

Representing the IESG before the Somali officials, and administrations, including high level meetings, acts on behalf of the Legal Advisor when outside the mission area.

Provides legal advice on electoral legal frame work to the electoral Legal advisor and senior colleagues.

Contribute, and, in exceptional cases, supervise the contribution to, capacity-building of national counterparts and strengthening of NIEC and MoIFA.

Monitor the impact of domestic and international norms and processes on female participation in the Somali electoral process and provide - under the supervision of the Legal Advisor - advice to the Electoral Management Body on appropriate corrective measures.

Establish and maintain professional and productive partnerships with national counterparts and other key stakeholders in the electoral process.

If required, compile and provide regular briefings and reports in the assigned area of responsibility in close collaboration with other relevant partners.

Performs other duties as assigned.

#### Competencies:

**Professionalism** - Knowledge of and ability to analyze legal principles, concepts, legislations, regulations and terminology. This include; knowledge of various legal research sources, including electronic, and ability to conduct research and analyze information; Ability to draft legal papers, apply good judgment in the context of assignments given and to work under pressure and meet deadlines. 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.

**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; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

**Planning and Organizing** - Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

#### Qualifications

**Education:** Advanced university degree (Master's or equivalent) in law required. A first level university degree in law with a relevant combination of academic qualifications and experience may be accepted in lieu of the advanced university degree.

**Experience:** At least five years of progressively responsible relevant professional experience practicing law in an advisory capacity within an international organization, a government or a law firm; or possession of teaching experience in law from a recognized academic institution teaching law.

**Language:** Fluency in written and spoken English and Somali language is a requirement for this position.

#### How to Apply:

Qualified candidates may submit their applications including their United Nations Personal History form (P.11) to the address mentioned below on or before the deadline. The P.11 is on the <http://www.unon.org/> Applications submitted after the deadline **14 July 2016** will not be accepted. CVs will not be accepted.

Email: [recruitment-unsoa@un.org](mailto:recruitment-unsoa@un.org)

Please quote, Vacancy Announcement Number and Functional Title in the subject of the e-mail

Kindly attach a copy of P11, Degree Certificate, Passport and or National Identification Card. These are required as part of your application for consideration of eligibility.

The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs.

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, OR TRAINING).