



## VACANCY ANNOUNCEMENT

**Legal Officer, P-4**  
Intergovernmental Negotiations Support Subdivision  
Legal Affairs Division

Deadline for application	Announcement number	Expected date for entry on duty	Duration of appointment	Duty Station
16 December 2022 23:59 hrs CET	VA 22/072/LA	As soon as possible	Two years with possibility of extension	Bonn, Germany

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**The United Nations Framework Convention on Climate Change (UNFCCC)** is the focus of the political process to address Climate Change. The UNFCCC secretariat supports the Convention, its Kyoto Protocol and the Paris Agreement through a range of activities, including substantive and organizational support to meetings of the Parties and the implementation of commitments. It is a dynamic organization working in a politically challenging environment to help resolve one of the defining environmental issues of our time.

### **Where will you be working**

This position is located in the Legal Affairs Division of the secretariat of the United Nations Framework Convention on Climate Change (UNFCCC). You will report to the Director of the Legal Affairs Division.

The Legal Affairs Division is accountable for providing legal and procedural advice and services to support (1) the intergovernmental negotiation process, (2) the implementation of the Convention, the Kyoto Protocol and the Paris Agreement, and (3) the administration and operations of the secretariat.

### **Your Responsibilities**

The Legal Officer reports to the Director of the Legal Affairs division and has the following responsibilities:

- Advise the governing, subsidiary and constituted bodies on legal issues related to the implementation and interpretation of their respective mandates, rules of procedure as well as the UNFCCC, the Kyoto Protocol and the Paris Agreement. This involves the provision of independent, authoritative and timely legal advice, services, tools, information and products to the Parties and secretariat divisions regarding the intergovernmental climate change negotiation process; on questions relating to ratification and to implementation of the Convention, the Kyoto Protocol, its amendments and the Paris Agreement; and to questions on the implementation of the related modalities, procedures and guidelines.
- Independently handle a wide range of multi-discipline, highly complex, and often sensitive legal matters as regards climate change law.
- Provide expert legal advice to other divisions of the UNFCCC secretariat on complex legal questions arising in international climate change law and the UNFCCC process.
- Liaise with representatives of the Parties, the presidency and observers and provide expert legal advice on legal, procedural and institutional issues related to the UNFCCC process.
- Organize and supervise research studies and the preparation of legal opinions, as well as perform extensive legal research and analysis on highly complex or novel legal issues/questions and prepare legal opinions, studies, briefs, reports, and correspondence.
- Organize and supervise capacity building activities, such as workshops, courses, and trainings.
- Represent the Legal Affairs division in external meetings of experts, conferences and seminars.



- Service diplomatic conferences, commissions, committees, task forces, expert groups and other bodies, including the preparation of background materials, summaries of issues and views of delegations, meeting reports, etc.
- Performs other duties as assigned.

### **Competencies**

**Being Responsive to Clients and Partners:** Identifies the work unit's key partners and clients, and communicates information about these groups regularly to staff members; Takes swift action to address insufficient client service; Works with partners and clients to define client service standards, monitors the work unit's performance and reviews standards on a regular and ongoing basis; Thinks ahead to anticipate the needs of clients and other key stakeholders; Focuses systems and processes on the delivery of excellent client service, and acts quickly to address any barriers to success.

**Working with Teams:** Identifies, recognizes and shows appreciation for the unique contribution of each team member; Builds teams with a diverse mix of skills, experience and views and actively welcomes members regardless of their gender, nationality, religion or other backgrounds; Models collaboration in relationships with individual staff at all levels, as well as the wider team; Recognizes and celebrates team accomplishments; Creates cross functional linkages to foster wider internal and external collaboration; Works across organizational boundaries, overcoming barriers and obstacles to enhance cooperation.

**Delivering results:** Creates policies, programmes, or processes which are mindful of minimizing potential negative social, economic and/or environmental impacts; Identifies the resources needed to deliver results, and manages their use to ensure the utmost efficiency, effectiveness and impact; Creates an environment where staff, regardless of their gender, family situation or other circumstances, are able to perform at their best; Promotes a mindset of results orientation, aligns systems and processes to support the achievement of results, and holds staff members to account for their commitment; Holds regular reviews to assess the results achieved against targets; Manages, reduces or mitigates risks without compromising results, where possible.

### **Managerial Competencies:**

**Exercising Sound Judgment and Decision-Making:** Makes decisions in line with overall organizational priorities and department / office goals; Consults with stakeholders on decisions that affect them; Consults with stakeholders on decisions that affect them Demonstrates the ability to make and defend difficult decisions; Identifies urgent decisions and makes them expeditiously in light of available information; Shows openness to reconsider a course of action as a situation evolves and to modify decisions if that would allow for a better outcome; Identifies the key issues in complex situations, and gathers relevant facts, data and evidence to fully address those issues. Considers the positive and negative impact of decisions and analyses the different options and alternatives before reaching a sound conclusion.

### **Your qualifications**

#### **Educational Background**

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**Required:** Advanced university degree (Master's degree or equivalent) in law, with a specialization in international law. A first level university degree in combination with an additional two years of qualifying experience may be accepted in lieu of the advanced university degree.



## **Experience**

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**Required:** A minimum of seven (7) years of progressively responsible experience in law, including legal analysis, research and writing. At least five years in an international environment, preferably in a United Nations common system organization or other intergovernmental organization, is desirable. Additional experience in providing substantive support to government or intergovernmental bodies, including subsidiary bodies thereof, is desirable.

## **Language skills**

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**Required:** Fluency in English (both oral and written).

**Asset:** Working knowledge of another UN language.

## **What is the selection process?**

Evaluation of qualified candidates may include an assessment exercise which may be followed by a competency-based interview. The above listed set of competencies will be applied for this particular post.

## **How to apply:**

Candidates, whose qualifications and experience match what we are looking for, should use the online application system available at <http://unfccc.int/secretariat/employment/recruitment>

## **Please note:**

Service is limited to the UNFCCC secretariat.

We will confirm receipt of your application. However, only candidates under serious consideration and contacted for an interview will receive notice of the final outcome of the selection process.

Indicative net annual salary and allowances:

US\$ 75,602 to US\$ 83,826

(plus variable post adjustment, currently 20.2% of net salary),

plus other UN benefits as indicated in the link below:

<https://unfccc.int/secretariat/employment/conditions-of-employment.html>

UNFCCC is committed to diversity and inclusion within its workforce, and encourages candidates, irrespective of gender, nationality, religious and ethnic backgrounds, including persons with disabilities to apply.