



VACANCY ANNOUNCEMENT

Legal Officer, P-3
Legal Affairs Division,
Intergovernmental and Programme Support Subdivision

Deadline for application	Announcement number	Expected date for entry on duty	Duration of appointment	Duty Station
1 October 2023 23:59 hrs CET	VA 23/085/LA	As soon as possible	2 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.

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

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

The Intergovernmental and Programme Support Sub-division of the Legal Affairs Division provides legal support to governing, subsidiary and constituted bodies with respect to the intergovernmental negotiations and the implementation of the Convention, the Kyoto Protocol and the Paris Agreement.

Where you will be working

The Legal Officer will serve in the Intergovernmental and Programme Support Sub-division.

Your responsibilities

The Legal Officer reports to Legal Officer responsible for the secretariat of the Paris Agreement Implementation and Compliance Committee and the Kyoto Protocol Compliance Committee and has the following responsibilities:

- Provides substantive, legal, and procedural, support to the Paris Agreement Implementation and Compliance Committee and to the Compliance Committee of the Kyoto Protocol, by servicing or assisting their meetings, including preparation of meeting agendas, documents, speaking notes, briefing notes and reports and making essential operational information available to relevant actors in a clear and timely fashion.
- Prepares or assists in the preparation of expert advice on legal issues related to the implementation and interpretation of the mandates, modalities and procedures, and rules of procedure of the Paris Agreement Implementation and the Compliance Committee of the Kyoto Protocol.
- Conducts extensive legal research and analysis and prepares studies, comparative studies,



briefs, reports and correspondence.

- Undertakes review of legal documents, instruments, or other material; identifying important issues, similarities, and inconsistencies.
- Prepares or assists in the preparation of legal opinions/advice for UNFCCC 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 includes advice to the Parties and secretariat divisions regarding the intergovernmental climate change negotiation process.
- Services or assists in servicing 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.
- Prepares capacity-building activities (workshops, courses and training) and materials.
- Performs other duties as assigned.

Competencies:

Applying Professional Expertise: Demonstrates a working knowledge and interest in the substantive functions of the work unit, including those not within own area of expertise; Manages effectively and fairly across different substantive functions to establish integrated, multidisciplinary teams to address complex issues; Coordinates the input of different functional specialists to achieve sound, integrated solutions; Drives others to develop their functional and substantive skillsets, and to build their understanding of related disciplines; Maintains and disseminates an understanding of best practice standards in all substantive areas represented within the work unit.

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.

Your qualifications

Educational Background:

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

Experience:

Required: A minimum of five years of progressively responsible experience in law, including legal analysis, research and writing. At least two years in an international environment, preferably in a United Nations system organization or other intergovernmental organization, is required.

Desirable: Additional experience in providing substantive support to government or intergovernmental bodies, including constituted bodies thereof, is desirable. Demonstrated knowledge of treaty law and intergovernmental processes is desirable.

Language skills:

Required: Fluency in English (both oral and written) is required. Knowledge of another UN official language is an advantage.

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:

1. Service is limited to the UNFCCC secretariat.
2. 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.
3. Indicative net monthly salary and allowances:
US\$ 64,121 to US\$ 71,906
(plus variable post adjustment, currently 40.5% of net salary),
plus other UN benefits as indicated in the link below:

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



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UNFCCC secretariat 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.