



UNHCR

United Nations High Commissioner for Refugees
Haut Commissariat des Nations Unies pour les réfugiés

External Vacancy Notice

Title: Associate Legal Officer, NOB
Starting date: July 2017
Work location: UNHCR Canada, Vancouver

The Representation of the United Nations High Commissioner for Refugees (UNHCR) in Canada is seeking a full-time Associate Legal Officer for a 1-year contract for its Vancouver Office. This position will report to the Senior Legal Officer and Head of the Legal Unit in Ottawa. The incumbent supports the UNHCR Office in advocacy and operational work in relation to legal refugee protection areas of activity. External contacts are generally with a broad range of officials from national and international institutions, civil society and NGOs partners.

Minimum Academic Qualification:

University degree in international law, international relations, political science, social sciences or related fields of discipline.

Language Requirements:

Excellent knowledge of English and working knowledge of another UN language.

Skills and Experience:

- University degree in law, preferably with focus on human rights, refugee law and/or international humanitarian law.
- At least 4 years (2 years with Advanced University degree) of related professional experience.
- Excellent legal research, analytical and drafting.
- Computer skills (MS Word, Excel and PowerPoint essential).
- Excellent communication skills with strong interpersonal and negotiation skills.

Major Duties and Responsibilities:

- Monitor the situation in Western Canada in relation to refugee protection, and general issues of concern to UNHCR, including developments of law and doctrine.
- Contribute to the work of the Legal Unit in line with the work plan and the protection strategy of the Office.
- Assist in the preparation of legal advice and drafting of position papers and guidelines on pertinent legal and operational issues.
- Observe government proceedings in relation to refugee protection, and establish productive working relation with government authorities.
- Liaise with members of the civil society, academic circles, NGOs and others to further UNHCR's outreach and partnerships.
- Visit reception centres and assess individual cases as required, for possible UNHCR intervention.
- Consistently apply international and national law and UNHCR policies and standards.
- Provide inputs to the formulation of protection strategies.
- Perform other duties as instructed by the supervisor.

Salary will be according to established UN Salary Scales for Canada.

Receipt of applications will not be acknowledged and only short-listed candidates will be contacted for interview. Interested candidates should fill out a UN Personnel History (P11) Form (available at <http://www.unhcr.org/recruit/p11new.doc>) and send it along with a letter of interest by email, fax or email at: UNHCR CANADA, Vacancy Notice, 280 Albert Street, Suite 401, Ottawa, Ontario K1P 5G8. Fax: 613-230-1855 Email: canot@unhcr.org

All applications must be received with a covering letter by Tuesday 9th May 2017.

Please no phone calls.