



Parliamentarians for Global Action
Parlamentarios para la Acción Global
Action Mondiale des Parlementaires
برلمانيون من أجل التحرك العالمي

Opening
Programme Officer
International Law and Human Rights Programme
The Hague Office
March 2016

THE INTERNATIONAL LAW AND HUMAN RIGHTS PROGRAMME

Parliamentarians for Global Action (PGA) is a network of more than 1300 parliamentarians from 143 countries around the world who use their legislative and political prerogatives for the solution of global problems and to undertake specific actions and international initiatives with the support of PGA's secretariat. PGA's vision is to contribute to the creation of a rules-based international order for a more equitable, safe and democratic world. The International Law and Human Rights Programme carries out two main campaigns: the PGA Campaign for the Universality and Effectiveness of the Rome Statute of the International Criminal Court (PGA ICC Campaign) and the Parliamentary Campaign for the abolition of the death penalty.

Since 1989, under the umbrella of the International Law and Human Rights Programme, the *PGA ICC Campaign* has contributed to the ratification of 76 [77] of 123 [124] States Parties to the Rome Statute to the International Criminal Court (ICC) [77 and 124 will apply as soon as El Salvador will deposit its instrument of ratification, approved by Parliament on 26 Nov. 2015, will take place]. On account of this *Campaign*, PGA is widely recognized as *the* parliamentary network working on international justice and the ICC.

Since 2014, PGA has launched a *Parliamentary platform and Campaign against the death penalty* which aims to support, enhance and maximize the impact of the individual initiatives of parliamentarians worldwide on the abolition of the death penalty, as well as to launch and coordinate targeted campaigns in selected countries to ensure concrete advancement of the abolition processes. As a result, in 2015 Suriname abolished the death penalty and Togo ratified the Second Optional Protocol to the International Covenant on civil and political rights.

The PGA's Secretariat operates from its office in New York and its office in The Hague. PGA is a Steering Committee member of the Coalition of NGOs for the ICC and a member of the World Coalition against the death penalty.

POSITION: PROGRAMME OFFICER, BASED IN THE HAGUE

Parliamentarians for Global Action is recruiting a Programme Officer for its Hague office. The Programme Officer will work under the supervision of the Secretary-General of PGA, and in close collaboration with other officers in the implementation of the Campaigns in specific target-countries and regarding thematic objectives.

The Programme Officer will be based in PGA's office in The Hague. Responsibilities related to PGA's Campaigns include:

- (1) Implement the specific components of the PGA ICC and Death Penalty Campaigns, including the monitoring of country situations, advocacy with parliament and government officials, providing legal assistance/drafting of relevant documents, memoranda, and legal commentaries for the ratification and implementation of the Rome Statute and the abolition of the death penalty and the organisation of activities to facilitate the advocacy for the Campaigns;
- (2) Communicate and involve French-speaking PGA Members and Parliamentarians from around the world in relevant activities of PGA;
- (3) Prepare PGA Seminars, Workshops and side events in connection with the abolition of the death penalty and the Rome Statute;
- (4) Keep the PGA membership generally informed on matters of interest to them within the scope of the International Law and Human Rights Programme and in cooperation and coordination with other Programmes of PGA;
- (5) Draft reports and other documents as necessary for donors and partners of the PGA ICC and Death Penalty Campaigns;
- (6) Attend meetings in The Hague, notably at the International Criminal Court headquarters, with the diplomatic community and civil society and organise, in cooperation with the relevant PGA staff, briefings for parliamentarians visiting The Hague;
- (7) Travel internationally for PGA activities;
- (8) Implement communication activities, including the updating of the website, preparation of press releases and social media, to give visibility to the results and activities of the parliamentary mobilisation in target-countries;
- (9) Monitor processes in international organisations, including but not limited to the European Union, the African Union, the International Organisation of La Francophonie, the UN Human Rights Council and others;
- (10) Support the management and administration of the Officer-in-charge of the PGA Hague Office, including the recruitment and supervision of interns;
- (11) Support the work of other PGA programmes and campaigns.

This appointment will be subject to a probation period of 3 months, and will be made initially for 1 year, with possibility of renewal and subsequent extension depending on funding availability and performance. **The selected candidate is expected to be available for this position, ideally from 15 March-1st April 2016.**

REQUIRED QUALIFICATIONS

- Graduate studies and minimum 2 years professional experience with proven track record in international criminal law, human rights and/or international legal and political issues;
- Fluency in **French AND English**. Knowledge of Spanish, Arabic and/or Dutch will be considered an asset;
- Experience planning and organizing events, including high-level meetings;
- Excellent written and oral communication skills, including public speaking;
- Proven research capacity;
- Previous experience on international legal matters, especially ICC or death penalty related;
- Self-reliance and creativity;

- Motivation and experience conducting advocacy in political and diplomatic settings;
- Proven capacity to work in a team and in horizontal structures;
- Political awareness and sensitivity, and inter-personal skills;
- Computer skills, notably in database management; and
- Proven commitment to human rights and the rule of law.

SALARY AND BENEFITS:

Competitive salary to other human rights NGOs based in The Hague

Medical and dental insurance

20 days annual leave plus official holidays and, as applicable, religious holidays

APPLICATION PROCESS:

Qualified applicants should submit the following by email in a single file (full name in the subject heading):

1. A Cover Letter indicating motivation, competencies and confirming availability to commence on 15 March, 2016 or alternative date.
2. Resume/CV, including a section with the name and relation to three professional References.

Please apply by Monday, 29 February 2016, 9.am GMT+1. Applications received after this deadline will NOT be reviewed.

Short-listed candidates will receive, no later than 29 February, an invitation for a written “test” of competencies and a phone call/skype interview.

We regret that we will not be able to contact unsuccessful applicants.

Applications should be e-mailed to:

Ms. Maïa Trujillo

International Law & Human Rights Programme, PGA

E-mail: denhaag@pgaction.org

No phone inquiries, please.

PGA’S POLICY ON EQUAL EMPLOYMENT OPPORTUNITY

In order to provide equal employment and advance opportunities to all individuals, employment decisions at PGA will be based on merit, qualifications, and abilities. PGA does not discriminate in employment opportunities or practices on the basis of race, color, creed, religion, sex, national origin, age, marital status, sexual orientation and gender identity, political affiliation, pregnancy, military status, veteran status, disability, genetic information or predisposing genetic characteristic, domestic violence victim status, or any other characteristic protected by law. This policy governs all aspects of employment including selection, job assignment, compensation, discipline, termination and access to benefits and training.

On the basis of the Host Agreement between the ICC and the Netherlands provisions for the work of civil society organizations in relation to the ICC, there is no restriction on nationality or residence status in relation to The Netherlands to apply for this position.