



VACANCY NOTICE

IMPLEMENTATION SUPPORT UNIT OF THE CONVENTION ON CLUSTER MUNITIONS

Implementation Support Specialist

The Convention on Cluster Munitions (CCM) is an international treaty that addresses the humanitarian consequences and unacceptable harm to civilians caused by cluster munitions, through a categorical prohibition and a framework for action. Adopted on 30 May 2008 in Dublin, Ireland and opened for signature on 3 December in Oslo, Norway, the Convention on Cluster Munitions entered into force on 01 August 2010. Currently, 120 States have committed to the Convention - 106 as States Parties and 14 as signatories.

The Convention prohibits all use, production, transfer and stockpiling of cluster munitions. In addition, it establishes a framework for cooperation and assistance to ensure adequate care and rehabilitation to survivors and their communities, clearance of contaminated areas, risk reduction education and destruction of stockpiles. Cluster munitions are unacceptable for two reasons: - they have a wide area effect and are unable to distinguish between civilians and combatants and their use leaves behind large numbers of dangerous unexploded ordnance. These remnants continue to kill and injure civilians, obstruct economic and social development, and have other severe consequences that persist for years after initial use.

POSITION

Implementation Support Specialist (full time)

Salary CHF 104,785 annual gross (subject to social security contributions and income tax in Geneva)

START DATE & DURATION

1 October 2019 for an initial duration of 1 year (with possibility of extension)

LOCATION

Geneva, Switzerland, with regular travel to conflict-affected countries and other countries as necessary

CLOSING DATE FOR APPLICATIONS

25 August 2019



CONTEXT

The primary mission of the Implementation Support Unit (ISU) is to support the President, President – designate, Coordination Committee and States Parties to the Convention on Cluster Munitions (CCM) in their implementation of the provisions of the Convention. It supports States Parties in the fulfilment of their obligations and responsibilities with respect to provisions of the treaty as well as to its agreed architecture composed of the Coordination Committee and its various Working Groups under the lead of Coordinators and Working Group Chairs.

Hosted by the Geneva International Centre for Humanitarian Demining (GICHD), the ISU serves as the interface between the States Parties and the international community on issues related to the implementation of the Convention’s objectives.

FUNCTION, DUTIES AND RESPONSIBILITIES

Implementation Support Specialist

Under the direction of the Director of the ISU, the Implementation Support Specialist will lead efforts on the part of the Convention on Cluster Munitions Implementation Support Unit to support States to the Convention in their efforts to implement provisions of the Convention.

In particular, the Implementation Support Specialist:

- Reports to the Director of the ISU and functions as Acting Director in the Director’s absence;
- Assists the Coordinators in preparing and convening meetings on their various thematic responsibilities;
- Assists the Coordinators in their outreach and bilateral dialogue with States Parties having obligations to fulfil as well as relevant organizations and institutions;
- Supports States in understanding the nature and extent of their obligations under the Convention;
- Maintains a resource base of available and relevant technical expertise within the various thematic areas and on request assist States Parties in encountering such expertise;
- Contracts relevant technical expertise in support of specific activities and projects organized by the President or the Coordinators, including for development of substantive documents;
- Supervises the Implementation Support Assistant;
- Manages external communication, website update, reporting addressed to the CCM governance;
- Assists the Director with finance monitoring;
- Performs any other duties as assigned by the Director on behalf of the States Parties.



Profile Requirements - Experience and competencies

Education:

- A Master's degree in political/social sciences or International Humanitarian Law. Alternatively, a Bachelor's degree with at least 8 years of professional experience in the field of international relations, international law, conflict prevention or post-conflict work is ideal.

Experience:

- A minimum of 5 years of specific substantive and technical experience in the nexus of development/humanitarian/disarmament work, in research, strategy formulation, policy and/or programme development.
- Knowledge of advanced concepts in humanitarian disarmament, with a broad knowledge of related disciplines (human rights, IHL, humanitarian action, peacebuilding and conflict prevention)
- Knowledge of the international agenda on disarmament and human security affairs;
- Experience in international multi-lateral diplomacy is essential, with skills in facilitation and consensus-building;
- Prior exposure to secretariat functions and/or international conferences is desired

Language Requirements:

- Strong written and spoken skill of English
- A strong written and spoken skill in a second UN language (Arabic, French, Russian or Spanish) is an asset

Applications

Please provide your application in English and include a detailed CV (max 5 pages), a letter of motivation, your earliest date of availability and any other material that you deem useful to provide in support of your candidacy.

Applications will be received by e-mail to the address: jobs@cmconvention.org

Deadline for applications: **25 August 2019**

Follow us on www.clusterconvention.org and [Twitter](#) Like us on [Facebook](#)

For further information please contact +41(0)22 730 9334 or jobs@cmconvention.org