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**GENERAL SECRETARIAT OF THE ORGANIZATION OF AMERICAN STATES EXECUTIVE SECRETARIAT  
FOR THE INTER-AMERICAN COMMISSION ON HUMAN RIGHTS**

**Call for Resumes:  
Human Rights Promotion and Public Policy Consultant**

**Type of Appointment:** Consultancy  
**Organizational Unit:** Executive Secretariat of the Inter-American Commission on Human Rights (IACHR); Assistant Executive Secretariat for Monitoring, Promotion and Technical Cooperation on Human Rights of the IACHR.  
**Start Date:** July 16, 2018 (starting date may vary by two weeks)  
**Duration:** 12 months (possibility of extension depending on availability of funds)  
**Consulting Fee:** \$4,400/month – contract per results  
**Duty Station:** Washington, DC  
**Description:** Human Rights Professional -Consultant

**Duties and Responsibilities:**

- Provide support to the work of the Assistant Executive Secretariat for Monitoring, Promotion and Technical Cooperation on Human Rights of the IACHR, including support to the execution of the project named: “Regional Project on Democracy and Human Rights in the in Central Americas' Northern Triangle”. In particular, regarding promotional and training products and activities related with transitional justice in El Salvador.
- Organize and participate in a series of events and training workshops aimed at strengthening the capacity of the justice sector and civil society of the El Salvador on transitional justice.
- Participate and prepare inputs for trainings, seminars, dialogue meetings and forums organized by the IACHR and outside actors.
- Systematized the information recollected on trainings, seminars, dialogue meetings and forums organized by the IACHR in El Salvador.
- Produce inputs to prepare a comprehensive compendium to systematize and analyze jurisprudence and standards settings on transitional justice and human rights.
- Prepare written inputs for the annual report of the IACHR.
- Maintain ongoing communication with other IACHR Executive Secretariat sections and outside actors.
- Perform other related duties as assigned, including replacing and supporting others.

**Education and Experience: Essential:**

- Juris Doctor or First University Degree (Bachelor's) in social sciences or in other related studies regarding preferable international human rights law, among others, issued by a duly accredited institution.
- Three years of relevant experience in positions related to human rights law, education on human rights or/and transitional justice at the national and/or international level, or Advanced University Degree (Master) issued by a duly accredited institution and one year of the referred relevant experience.
- Knowledge of international legal standards related to international human rights law.
- Knowledge and International or regional experience in transitional justice with a human rights perspective.

**Desirable:**

Experience or knowledge of OAS mandates and priorities and/or the dynamics of the Inter-American agenda and system.

**Computer Skills:** Ability to effectively work using Microsoft Office (e.g. Outlook, Word, and Excel), and other software applicable to the area of work.

**Languages:**

**Essential** – Fluency in Spanish and English (read, write and communicate).

**Desirable** – Working knowledge of French and/or Portuguese.

**Applications:** Please submit current CV, including three academic and/or employment references, a list of any relevant publications, and a letter of interest detailing qualifications and interest in the consultancy, **no later than June 22, 2018**. Please submit your application to [CIDH CPR@oas.org](mailto:CIDH_CPR@oas.org) and indicate the title of the position for which you are applying in the subject line (HUMAN RIGHTS CONSULTANT – Promotion and Public Policy – L1)