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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: \$5,500/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 project named: “Regional Project on Democracy and Human Rights in the in Central Americas' Northern Triangle”. In particular, the products and activities related with the issue of transitional justice in El Salvador.
- Systematize and analyze jurisprudence and standards settings on key areas of human rights and transitional justice to produce a comprehensive jurisprudence compendium (the compendiums will include analysis of case law, case studies, and guidelines to facilitate the application and implementation of IACHR recommendations and decisions, on key areas of transitional justice and human rights in El Salvador).
- In consideration of the Inter-American standards of human rights, prepare a practical guide to have the elements and tools necessary for an effective and adequate documentation of cases of crimes against humanity.
- Prepare reports and inputs on priority issues concerning transitional justice with a human rights perspective at the country and regional levels.
- Prepare written inputs for the annual report of the IACHR.
- Participate and prepare on-site visits; prepare substantial inputs on transitional justice for trainings, and seminars organized by the IACHR for state authorities, civil society and others outside actors.

- Prepare and organize forums to exchange experiences and lessons learned in transitional justice in El Salvador, and also dialogue meetings with key actors in the matter.
- Maintain ongoing communications with other IACHR Executive Secretariat sections and outside actors.
- Collaborate in the preparation of the working plan for the Unit of Memory, Truth and Justice.
- 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.
- Five years of relevant experience in positions related to transitional justice at the local or international level; or Advanced University Degree (Master) issued by a duly accredited institution and two years 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 and indicate the title of the position for which you are applying in the subject line (HUMAN RIGHTS CONSULTANT – Promotion and Public Policy – L2)