



Organization of  
American States

**GENERAL SECRETARIAT  
ORGANIZATION OF AMERICAN STATES  
Inter-American Drug Abuse Control Commission (CICAD)  
Secretariat for Multidimensional Security**

CONSULTANT: U.S. criminal justice expert

**Type of contract:** Independent consultancy

**Organizational Unit:** Institutional Strengthening Unit of the Executive Secretariat of the Inter-American Drug Abuse Control Commission (CICAD), Secretariat for Multidimensional Security of the Organization of American States (OAS).

**Start date:** April 1, 2021 (tentative)

**Term:** Twenty-six (26) months

**Location:** Any OAS member state. (Due to COVID-19 restrictions, the selected person will work from their home country)

**Gross compensation:** US\$7,489.50 to US\$9,153.85 per month. Final remuneration will be based on skills, experience and workplace location

**Background:**

The Secretariat for Multidimensional Security (SMS) of the General Secretariat of the Organization of American States (GS/OAS) promotes and coordinates cooperation among OAS member states and between them, the Inter-American system and other bodies in the international system, in order to access, prevent, confront, and respond effectively to threats to security, with a view of being the leading point of reference in the Hemisphere for developing cooperation and capacity-building in OAS member states.

The Inter-American Drug Abuse Control Commission (CICAD) is the Western Hemisphere's policy forum for dealing with the drug problem. The CICAD Executive Secretariat (ES-CICAD) supports the Commission by strengthening the human and institutional capabilities and channeling the collective efforts of its member states to reduce the production, trafficking, and use of illegal drugs. ES-CICAD assists member states in the implementation of CICAD's Hemispheric Drug Strategy and its accompanying Plan of Action, and serves as Technical Secretariat for CICAD.

CICAD's Drug Control Capacity Building and Technical Assistance Section includes the Institutional Strengthening Unit (CICAD/ISU). The ISU's objectives include, among others: (1) to provide support to OAS member states in strengthening institutional, technical, and human capacities for the implementation of comprehensive drug policy programs; and (2) to promote training of different actors, including civil society, involved in the design, implementation and monitoring of drug policies.

Under the aegis of the Hemispheric Plan of Action on Drugs 2021-2025, the CICAD/ISU promotes alternatives to incarceration for drug-related offenses.

Among these actions, ES-CICAD has established an agreement with the Government of the United States for the project, "Promoting the Smarter Use of Alternatives to Incarceration and Sentencing through Better Information in Colombia" ("Project"), funded by the Bureau of International Narcotics and Law Enforcement Affairs (INL) of the U.S. Department of State for the period 2020 to 2022.

This program aims to create a risk-assessment/information-gathering tool that will assist Colombian judges and prosecutors in making fairer, more informed decisions about diversion of relevant defendants into existing Alternatives to Incarceration (ATI) programs and/or sentencing. It will also provide technical assistance to Colombia, as requested, in order to integrate the use of this tool on a pilot basis into the criminal justice system of a selected municipality, during both the pre-trial and post-sentencing phases, using prevalent drug-related offenses to pilot the model. Finally, it will monitor and evaluate the effective use of this tool in increasing the effective use of existing ATIs and making appropriate sentencing determinations.

**RELEVANT PROJECT:** Promoting the Smarter Use of Alternatives to Incarceration and Sentencing through Better Information in Colombia.

**DUTIES AND RESPONSIBILITIES:**

Under the direction of the ES-CICAD project manager:

- Track, and support as necessary, the signature of a bilateral agreement between the Governments of the United States and Colombia to permit implementation of the Project.
- Assist with obtaining the institutional support of key Colombian institutions for implementation of the Project.
- Coordinate, in concert with the donor country representatives:
  - Design, presentation, and approval of a risk-assessment tool for Colombian judges and prosecutors permitting more informed decisions with respect to diversion into ATI programs and sentencing, using the U.S. Presentence Investigation Report (PSIR) as a reference point.

- Determination of the criminal charges eligible for participation in the pilot implementation of the risk-assessment tool, using knowledge of the PSIR as a reference point.
- Determination of the estimated size of the target population for the pilot project, aggregated by charged crime.
- Selection of a metropolitan jurisdiction for implementation of the pilot project acceptable to the donor and the Government of Colombia.
- A pilot implementation of the risk-assessment tool in the selected jurisdiction, including training of relevant Colombian officials in its application, using (where appropriate) expertise from the United States and other OAS member states.
- Establishment of Project goals and relevant baselines with respect to the criteria in the Project's logic matrix.
- Administrative processes for the Project.
- Coordinate monitoring and evaluation of the risk-assessment tool with the Project's selected outside evaluation team.

### **REQUIREMENTS:**

- Advanced professional or native proficiency in reading, writing, listening, and speaking in English, including the ability to write complex legal documents with minimal editing, as well as public speaking skills. (Please note: This corresponds to a 4+ or 5 level on the U.S. Interagency Language Roundtable (ILR) scale. General professional proficiency will not be sufficient for this position.)
- Professional proficiency reading, writing, listening, and speaking in Spanish, including the ability to discuss and write about legal topics. (Please note: This corresponds to a 3+ level or above on the U.S. Interagency Language Roundtable (ILR) scale.)
- A law degree (J.D., L.L.M., or J.S.D.).
- At least ten years' practical criminal justice experience in U.S. federal or state courts working with alternatives to incarceration (e.g. a lawyer advocating for the use of ATI, a judge issuing ATI sentences, or an ATI program administration within the federal or a state judiciary).
- Knowledge of the U.S. Federal Sentencing Guidelines and legal procedures related to the U.S. Presentence Investigation Report.
- Desirable but not required:
  - Experience working in international relations on behalf of a government or international treaty-based organization.
  - Experience with the Colombian criminal justice system.

### **HOW TO APPLY:**

Please send the following documents to Santiago Moreno ([SMoreno@oas.org](mailto:SMoreno@oas.org)) before 5 p.m. Washington, D.C., time on March 10, 2021.

1. Current resume;
2. Cover letter; and
3. Names and contact information of no more than three (3) professional references.

Writing samples and a language test may be required for candidates later in the selection process.