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for more people

**GENERAL SECRETARIAT OF THE ORGANIZATION OF AMERICAN STATES**

**EXECUTIVE SECRETARIAT OF THE INTERAMERICAN COMMISSION ON HUMAN RIGHTS  
AREA FOR THEMATIC MONITORING**

**Call for Resumes:**

Human Rights Professional, Rapporteurship on Human Rights Defenders

<b>Type of Appointment:</b>	Consultancy
<b>Organizational Unit:</b>	Executive Secretariat of the Inter-American Commission on Human Rights (IACHR); Rapporteurship on Human Rights Defenders
<b>Start Date:</b>	April 1, 2017 (start date may vary by two weeks)
<b>Duration:</b>	Until December 31, 2017
<b>Consulting Fee:</b>	\$5,500/month
<b>Duty Station:</b>	Washington, DC
<b>Description:</b>	<b>Human Rights Professional-Consultant</b>

**Duties and Responsibilities:**

1. Provide legal support to the daily work of the Rapporteurship on Human Rights Defenders, including general monitoring, and making/responding to requests for information on situations of concern.
2. Prepare reports and inputs on priority issues concerning the situation of human rights defenders at the country and regional levels.
3. Prepare written inputs for the sections pertinent to human rights defenders in the annual report of the IACHR.
4. Maintain ongoing communication with the Rapporteur on Human Rights Defenders and support his or her work.
5. Prepare information for press releases and media campaigns.
6. Prepare information about and participate in on-site visits, trainings, and seminars organized by the IACHR and outside actors.
7. Contribute to the planning process of the work of the Rapporteurship.
8. Prepare donor projects and support the execution of and reporting on donor funding.
9. Maintain ongoing communication with other IACHR Executive Secretariat sections and outside actors.
10. When needed, participate in the preparation of draft admissibility, inadmissibility, and merits reports for the IACHR's consideration. Prepare specialized opinions for petitions, precautionary measures, and requests for advisory opinions and cases before the Inter-American Court of Human Rights.

11. Disseminate good practices regarding the rights of Human Rights Defenders in the Americas.
12. Receive and process requests for public hearings on the human rights situation of Human Rights Defenders in specific countries or sub-regions within the Americas. These include public hearings granted by the IACHR at its own initiative.
13. Organize and participate in dialogues and/or participate in thematic meetings with representatives of civil society organizations as well as public officers.
14. Perform other related duties as assigned, including replacing and supporting others.

**Education and Experience:**

**Essential:**

- Juris Doctor or First University Degree (Bachelor's) in law, international public law or human rights, or in other related studies, issued by a duly accredited institution.
- Five years of relevant experience in positions related to human rights defenders at the national and/or international level, or Advanced University Degree (Master) issued by a duly accredited institution and 3 years of relevant experience.
- Knowledge of international legal standards related to human rights defenders and international human rights law.

**Desirable:**

- Experience or knowledge of OAS mandates and priorities as related to human rights defenders 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** – Proficient 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. Please email your complete application to [CIDH\\_CPR@oas.org](mailto:CIDH_CPR@oas.org) and indicate "Human Rights Defenders" in the subject line.

**DEADLINE TO SUBMIT IS: Friday, March 22, 2017**