



# *International Criminal Tribunal for the former Yugoslavia*

Spokesperson, P-3 (Registry)

DEADLINE FOR APPLICATIONS	:	26 April 2015
DATE OF ISSUANCE	:	27 March 2015
OFFICE	:	Registry/Communications
JOB OPENING NUMBER	:	15-PUB-ICTY-41898-R-THE HAGUE (R)

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United Nations Core Values: Integrity, Professionalism, Respect for Diversity

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## Organizational setting and Reporting:

This post is located in the Tribunal's Communication Service and reports to the Head of Communications and Deputy Registrar.

## Responsibilities:

Within delegated authority, the incumbent is responsible for the following: acts as Spokesperson for the President of the Tribunal, Chambers and Registry, and subject to the President's authorization to give on-the-record interviews to all media outlets, and off-the-record background information, and issue press releases. In line with the Registry's mandate as principle point for dissemination of ICTY information to the public, the incumbent is responsible for monitoring all Tribunal external communication. Manages and supervises the output of the Media Office. Acts as Focal Point for journalists seeking information or assistance from the ICTY. Provides pertinent information to the media through press briefings and other means. Organizes and moderates press conferences for senior Tribunal officials including the President, the Prosecutor, the Registrar and/or their Deputies. Assists in formulating, developing and advancing the Tribunal's communication strategy by identifying key messages to be promoted, as well as target audiences. Develops media-friendly products (press releases, audio-visual products information notes, information packets) and creates channels of dissemination. Screens interview requests and schedules as required. Provides policy guidance to senior management and staff on media strategy and prepares briefs for them in advance of interviews. Safeguards the integrity of the ICTY institutional communication policy. Monitors all media sources and responds to any misleading or incorrect reporting on the activities of the ICTY. Ensures internal distribution of important articles or reports on the work of the ICTY. Supervises media access to the ICTY and organizes facilities for the media to report on the work of the Tribunal, both on a day-to-day basis and for high interest events. Liaises with Non-Governmental Organizations, victims associations and other international organizations.

## Core Competencies:

- **Professionalism:** Thorough knowledge of, and practical experience in, the full range of communication approaches, tools and methodologies essential to planning and executing effective campaign strategies and programs strong communication research and analytical skills, the ability to analyze and integrate diverse information from varied sources; knowledge of current affairs topics and issues and ability to identify public affairs needs, opportunities and risks in an international environment; political awareness and ability to diplomatically handle sensitive situations with target audiences and to otherwise cultivate productive relationships; good knowledge of relevant internal policies and business activities/issues; ability to edit copy; excellent communication skills, including the ability to produce a variety of written communication products in a clear concise style, to deliver oral presentations to various audiences and to effectively interact with the public in communicating information and building/maintaining effective business connections. Commitment to implementing the goal of gender equality by ensuring the equal participation and full involvement of women and men in all aspects of work. Detailed knowledge of the function of media bodies demonstrated by experience as an International Reporter or international organizational Spokesperson. Knowledge and understanding of the issues of the former Yugoslavia. Managerial experience, preferably with the United Nations, would be an advantage.
- **Communication:** Excellent communication skills (spoken, written, public speaking and presentational) including the ability to articulate ideas in a clear, concise manner. Ability to effectively interact with the public in communicating information and building/maintaining effective business relationships.
- **Teamwork:** Strong interpersonal skills and the ability to establish and maintain effective working relations with people in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity. Ability to manage and motivate team members who are often working with tight timelines in fast-paced conditions.

## MANAGERIAL COMPETENCIES

- **Building Trust** – provides an environment in which others can talk and act without fear of repercussion; manages in a deliberate and predictable way; operates with transparency; has no hidden agenda; places confidence in colleagues, staff members and clients; gives proper credit to others; follows through on agreed upon actions; treats sensitive or confidential information appropriately.
- **Judgement/Decision-making** – Identifies the key issues in a complex situation, and comes to the heart of the problem quickly; gathers relevant information before making a decision; considers positive and negative impacts of decisions prior



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to making them; takes decisions with an eye to the impact on others and on the Organisation; proposes a course of action or makes a recommendation based on all available information; checks assumptions against facts; determines that the actions proposed will satisfy the expressed and underlying needs for the decision; makes tough decisions when necessary.

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### QUALIFICATIONS

#### Education:

Advanced university degree in International Studies (Political Science, International Relations or Media/Communications) with an emphasis on Public Relations and/or Journalism. A first level university degree in combination with qualifying experience may be accepted in lieu of an advanced university degree.

#### Work Experience:

Five (5) years of professional experience with Masters Degree, and seven (7) years professional experience with a Bachelors Degree as a Journalist and/or Spokesperson/Press Officer in a fast-paced, international environment.

#### Languages:

English and French are the working languages of the Tribunal. For the post advertised, high level professional fluency in written and oral English is required. Professional fluency in French is highly desirable. Knowledge of Bosnian/Croatian/Serbian is also highly desirable.

#### Assessment Method:

There may be a technical test and competency-based interview.

#### Special Notice:

The appointment is limited to ICTY. Appointment of the successful candidate on this position will be limited to the initial funding of the post. Extension of the appointment is subject to the extension of the mandate and/or the availability of funds. As the international tribunals are not integrated in the Secretariat, UN Staff Members serve on assignment or secondment from their parent department/office if selected. Appointments of staff members in the United Nations are subject to the authority of the Secretary-General. Staff Members are expected to move periodically to new functions in accordance with established rules and procedures, and may in this context be reassigned by the Secretary-General throughout the Organization based on the changing needs and mandates.

#### No Fee:

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, TRAINING OR ANY OTHER FEES). THE UNITED NATIONS DOES NOT CONCERN ITSELF WITH INFORMATION ON BANK ACCOUNTS.

#### United Nations Considerations

Applications are automatically pre-screened according to the published evaluation criteria of the job opening on the basis of the information provided by applicants. Applications cannot be amended following submission and incomplete applications shall not be considered. The selected candidate will be subject to a reference checking process to verify the information provided in the application.

Applicants are urged to follow carefully all instructions available in the online recruitment platform, Inspira. For more detailed guidance, applicants may refer to the At-a-Glance on "The Application Process" and the Instructional Manual for the Applicants, which can be accessed by clicking on "Manuals" on the upper right side of the browser on Inspira.

The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs. (Charter of the United Nations - Chapter 3, article 8). The United Nations Secretariat is a non-smoking environment.

#### HOW TO APPLY:

All applications must be submitted through the UN Inspira portal. The ICTY is not able to accept applications for this vacancy via email.

Internal applicants may go to <https://inspira.un.org>

External applicants may go to <https://careers.un.org>

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