



## Department of International Refugee Law and Migration Law

### Vacancy Notice: Assistant Legal Researcher (French & English)

The Department of International Refugee Law and Migration Law (hereinafter: the Department) of the International Institute of Humanitarian Law (hereinafter: the Institute), Sanremo – Italy, calls for applications for the position of Assistant Legal Researcher (French & English).

The Institute, through the Department, aims at enhancing the knowledge and skills of government and civil society officials engaged in work with people in need of protection, namely refugees, internally displaced person (IDPs), stateless people and migrants.

Through its training, capacity building and horizontal sharing of experiences, the Department advocates for the safeguarding of human rights in a way that complements and adds to the efforts of relevant stakeholders in this field of protection. The Institute has a consolidated reputation worldwide and a long-lasting partnership with international organizations, such as the United Nations High Commissioner for Refugees – UNHCR, the International Organization for Migration – IOM, and the International Committee of the Red Cross – ICRC.

In December 2020, the Department of International Refugee Law and Migration Law established its Academic Unit, to serve as an extension of its capacities in supporting governments, universities and field operations of international organizations in implementing the Global Compact on Refugees and promoting international refugee law, through tailored support in the creation of capacity building programmes and advocacy.

The Department is looking for a proactive and detail-oriented Assistant Legal Researcher with strong organizational skills. He/she will support the Department's Courses in French and English language, by working on research for the design of the Course sessions, answering individual questions and assignments from participants and conducting research on the countries represented in the Courses.

The ideal candidate shares our values in promoting the respect of international law and the safeguarding of human rights through compelling contents in multiple formats. S/he is a proactive team player with solid interpersonal skills. S/he can provide thorough insights on how our Courses can be more impactful and identify new projects that the Unit can engage in to the benefit of the objectives of the Department and the mandate of the Institute.

### Applications

Applications may be submitted via email, addressed to [refugee.department@iihl.org](mailto:refugee.department@iihl.org), with subject line reading "VACANCY: ASSISTANT LEGAL RESEARCHER (FRENCH & ENGLISH)".

The email should include the following:

- [in English] Letter of interest for the position, outlining the reasons why the candidate should be selected and relating previous experience to the terms of reference for the position;
- [in English] Updated Curriculum Vitae, including three references (*name, position and contact details*);
- [in French/English] Sample of conducted research on a topic related to forced displacement or a more general topic of international law. The received material will not be shared beyond the selection panel for the vacancy.



**Application Deadline:** 31 December 2021

**Starting Date:** no later than 1 February 2022

Should a suitable candidate be identified, the Institute may choose to begin the interview process before the application deadline.

### **Contract**

The incumbent will be offered a consultancy contract with the International Institute of Humanitarian Law from 1 February to 31 December 2022, with a provisional period of two months. Subject to availability of funds and satisfactory performance, the contract can be extended.

The incumbent can perform daily work remotely and may be expected to travel to Sanremo and Geneva upon request of the supervisor.

### **Experience and Education:**

- University Degree in Law;
  - Degree in international refugee law or other related areas of forced displacement is an important asset;
- Experience in qualitative and quantitative legal research on persons in need of protection and applicable legal framework and policies;
- Knowledge of international refugee law;
  - Knowledge on international migration law, internal displacement, statelessness, international human rights law and international humanitarian law is an asset;
- Strong communication (written and oral) skills in French and English language;
- Ability to meet changing demands and to adapt to frequently changing priorities;
- Ability to set schedules, meet deadlines, manage multiple tasks, and work as part of a team in an international environment;
- Experience in instructional design and facilitation of sessions is an asset;
- Experience in working directly with persons in need of protection and groups with specific needs is an asset;
- Experience in digital content creation, including photography, videography, graphic design and editing are assets;
- Required languages
  - Fluency (written and spoken) in English and French;
  - Fluency (written and spoken) in another official UN language (e.g. Russian, Arabic, Spanish) is an asset;

### **Terms of Reference**

- Assist in conducting of tailored and specific research on identified thematic areas related to the Courses' topics;
- Support Country-focused research and desk review related to the legal framework and its implementation, as well as the overall protection situation in countries represented by participants of the Courses;
- Assist in conducting research and preparation of reports on the current situation and statistics related to refugees, IDPs, stateless people and migrants worldwide;
- Support the preparation of answers to content-related questions addressed by participants on the topics of the Courses;



- Assist in updating Course materials (e.g. presentations, videos, documents), in terms of content, statistics, trends, facts, legal and policy developments;
- Support the collecting of real-life case studies regarding uprooted persons, stateless people and migrants, and cross-cutting issues, to be used as a starting point for the Courses' case study methodology;
- Contribute to the design and preparation of modules and learning sessions and presentations;
- Support the identification of possible facilitators and collaborators to further the Department's objectives;
- Support the Department's Coordinator and Academic Unit Coordinator in the overall Course organization;
- Conduct any other tasks deemed necessary to achieve the Department's objectives.