



## VACANCY ANNOUNCEMENT

The African Peer Review Mechanism (APRM) is a unique and innovative programme of the New Partnership for Africa's development. It is an instrument voluntarily acceded to by member states of the African Union as an African-based monitoring mechanism. The primary purpose of the APRM is to foster the adoption of policies, standards and practices that lead to human security and political stability, high economic growth, sustainable development, and accelerated sub-regional and continental economic integration.

In seeking to achieve its objectives, the African Peer Review Mechanism intends to strengthen its capacity to deliver, by amongst others, the implementation of its organization structure and the filling of all vacant posts.

The offices of the APRM Secretariat are located in Midrand, Johannesburg, South Africa

The African Peer Review Mechanism invites applicants who are citizens of African Union Member States for the post of **APRM-AU Legal Advisor**.

### **A. Post**

**Job Title:** APRM-AU Legal Advisor  
**Position Level:** P4  
**Duty Station:** APRM Secretariat, Midrand,  
Johannesburg, South Africa  
**Supervisor:** CEO of the APRM Secretariat

### **B. KEY PERFORMANCE AREAS**

Under the supervision of the CEO of the African Peer Review Mechanism or his/her delegate, the Liaison Officer's overall responsibility will be to assist APRM Senior Management in implementing the Decision of the African Union Assembly taken in January 2017 in Addis Ababa, expanding the mandate of the APRM to track the implementation of the key governance area including Agenda 2063 and Agenda 2030.

### **C. Scope of work and time frame**

The scope of the work will cover facilitation of work and contact between AU organs and the APRM.

Specifically, the incumbent will:

- i. Liaison with AU Organs at AU headquarter and follow-up on outstanding issue to facilitate the implementation of the APRM expanded mandate and strengthen partnership;
- ii. Act as focal point and secretariat for APRM-AGA-APS Joint Secretariat;
- iii. Liaison with host country Governments of Ethiopia to strengthen relationship and facilitate effective and timely delivery of required services to APRM;
- iv. Political analysis and reporting on developments in Ethiopia and the sub-region, with specific focus on the impact on the implementation of the APRM expanded mandate;
- v. Identify and bring to the attention of the CEO key emerging political issues affecting APRM operations at the AU headquarters.
- vi. Analyse causes, present options and follow-up on action required in coordination with relevant APRM partners;
- vii. Draft submissions for the reports of the CEO to the PRC, as well as international reports regarding the progress in implementing the APRM expanded mandate
- viii. Prepare taking points and briefing notes for meetings for the CEO and correspondence and notes to file, as required
- ix. Facilitate APRM bi-annual meetings at the AU Headquarters
- x. Help in communicating the aims, goals and ideas of the APRM to AU headquarters and partners in Ethiopia
- xi. Perform other related duties as required.

### **D. Required Qualifications and Experience**

**Education:** Minimum of Master's degree in Law, international relations or related field;

- i. Sound knowledge of diplomacy and AU rules and procedures;

**Experience:**

- i. Minimum ten (15) years working experience in international organization,
- ii. Experience of working in the field of governance,
- iii. Experience in writing and/or editing materials for publications;
- iv. Experience in advocacy and/or litigation at international and regional rights systems;
- v. Experience in managing projects, monitoring and evaluating of impact and managing the work of others
- vi. Strong policy development experience;

**E. Other relevant skills:**

- i. Excellent legal analysis skills;
- ii. Outstanding legal writings skills and adaptable different audiences;
- iii. Ability to design, manage and implement projects with legal and policy focus;
- iv. Excellent public speaking and interpersonal skills;
- v. Ability to work under pressure and manage time effectively to complete a variety of tasks, without administrative support;
- vi. High level of organization and self-motivation;
- vii. Ability to show leadership, to take initiative, and to work independently as well as a part of team;

**F. Other relevant skills:**

- i. Excellent legal analysis skills;
- ii. Other legal writing skills and adaptable for targeting different audiences;
- iii. Ability to design, manage and implement projects with legal and policy focus;
- iv. Excellent public speaking and interpersonal skills;
- v. Ability to work under pressure and manage time effectively to complete a variety of tasks,
- vi. High level of organization and self-motivation;
- vii. Ability to show leadership, to take initiative and to work independently as well as a part of team;

**G. Language requirement:** Excellent English, French, Arabic and / or Portuguese (spoken and written) and fluency in any other AU language would be an added advantage.

**H. Tenure of Appointment:** The appointment will be made on an AU short term contract for a period of Two (2) years, of which the first twelve (12) months will be considered as a probationary period.

**I. Gender Mainstreaming:** The African Peer Review Mechanism is an equal opportunity employer and qualified female candidates are strongly encouraged to apply.

**J. Application:** To apply, please submit the following:

- i. A motivation letter stating reasons for seeking employment with the African Peer Review Mechanism.
- ii. A detailed and updated curriculum vitae (CV), not exceeding five (5) pages and indicating your nationality, age and gender.
- iii. Three (3) referees with good knowledge of the candidate's work, furnishing full contact details, telephone, fax and e-mail addresses.
- iv. Certified copies of degrees and diplomas.

**K. CONFIDENTIALITY AND PROPRIETARY INTERESTS**

The Legal Officer shall not either during the term or after termination of the assignment, disclose any proprietary or confidential information related to the service without prior written consent. Proprietary interests on all materials and documents prepared by the Legal Officer under the assignment shall become and remain properties of the APRM.

I. **Remuneration:** Indicative basic salary of **US\$40,413.00** per annum plus other entitlements e.g. Post Adjustment (57% of basic salary), Housing allowance (\$23,846.40 per annum) in conformity with the rules and procedures applicable to internationally recruited staff of the African Union.

J. **Applications** must be received not later than **Monday, 12 January 2018** and should be addressed to:

Applications must be sent to: [recruitment@aprm-au.org](mailto:recruitment@aprm-au.org), quoting the job title “**APRM-AU Legal Advisor**” on the email subject line. Contact person: Nomfanelo Mhambi Tel: **+27 11 256 3452**