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**GENERAL SECRETARIAT OF THE ORGANIZATION OF AMERICAN STATES
EXECUTIVE SECRETARIAT FOR THE INTER-AMERICAN COMMISSION ON HUMAN RIGHTS**

**Call for Resumes:
HUMAN RIGHTS CONSULTANT
Rapporteurship on the Rights of Indigenous Peoples**

Type of Appointment:	Consultancy
Organizational Unit:	Executive Secretariat of the Inter-American Commission on Human Rights
Start Date:	November 15, 2019
Duration:	4 months, possibility of extension depending on availability of funds
Consulting Fee:	\$5,500/month
Duty Station:	Washington, DC
Description:	Human Rights Consultant

Duties and Responsibilities:

Objective: Provide legal support to the work of the Rapporteurship on the Rights of Indigenous Peoples of the Executive Secretariat of the IACHR.

To the effect indicated above, the following list of deliverables will be completed:

- a) General thematic monitoring tasks of the Rapporteurship on the Rights of Indigenous Peoples of the IACHR. Includes the drafting of at least 1 press release, 1 request for information, or email documentation of online monitoring reports;
- b) General country monitoring tasks concerning the situation of human rights in countries of the Region. Includes the drafting of at least 1 press release, 1 request for information, or email documentation of online monitoring reports;
- c) Draft specialized opinions for precautionary measures, petitions or case reports. Includes the drafting of at least one opinion for petitions, precautionary measures, admissibility report, or merit report;
- d) Organize at least one event with the participation of academic institutions or civil society and the preparation of the documentation related to this event (agenda, list of participants, follow-up report, etc).
- e) Prepare of at least two presentations for the Rapporteur on the Rights of Indigenous Peoples.
- f) Prepare fact-sheet and hearing summaries and other documentation needed before the Period of Sessions of the Commission.
- g) Prepare the inputs to the sections pertinent to indigenous peoples' rights in Chapter III, IV and V of the Annual Report of the IACHR.
- h) Prepare donor projects and support the execution of and reporting on donor funding.
- i) Prepare reports with concrete and specific recommendations and guidelines for States on the rights of indigenous peoples.
- j) Prepare information for media campaign and update webpage of Rapporteurship.
- k) Contribute to the planning process of the work of the Rapporteurship and edit the work plan accordingly.

Education and Experience:

Essential:

- Juris Doctor or First University Degree (Bachelor) in Law, International Public Law, Human Rights, Political Science, Sociology or a related field issued by a duly accredited institution
- Four years of relevant experience in similar positions at the national and/or international level, or Advanced University Degree (Master) issued by a duly accredited institution and 2 years of relevant experience.
- Knowledge of international legal standards related to human rights and international human rights law.

Desirable:

Experience or knowledge of OAS mandates and priorities as related to the area of work 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 – Proficiency in one OAS official language (read, write and communicate). Working knowledge of a second official language.

Desirable – Proficiency / Working knowledge of additional OAS official languages.

*The OAS official languages are: English, French, Portuguese and Spanish.

Diversity policy: *The Inter-American Commission on Human Rights is committed to diversity and inclusion and to providing equal opportunities to all candidates. We embrace diversity on the basis of gender, age, education, national origin, ethnic origin, race, disability, sexual orientation, and religion. We encourage persons of indigenous origins, members of the LGBTI community and Afro-descendants to apply.*

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 no later than October 24th, 2019.

Please submit your application to CIDH_CPR@oas.org and indicate the title of the position for which you are applying in the subject line (HUMAN RIGHTS CONSULTANT - Rapporteurship on the Rights of Indigenous Peoples)