

VACANCY ANNOUNCEMENT

Date of publication:	11 June 2018
Deadline for applications:	11 August 2018
Post title:	Staff Welfare Officer – part-time (25 per cent)
Grade:	P-3
Vacancy Announcement Number:	2018/8
Duty Station:	International Court of Justice, The Hague, Netherlands
Organizational Unit:	Registry
Indicative minimum net annual remuneration (including post adjustment) based on 1 June 2018 rates:	€17 430

Functions

Working under the direct supervision of the Deputy-Registrar, the incumbent will assist the administration in identifying and resolving issues and situations related to the well-being of staff members, with a focus on situations which may induce stress and stress-related symptoms. The post is of advisory nature, with certain policy implementation tasks such as providing counselling, and has the following duties:

- provide psychosocial support and counselling to staff members on a variety of issues, related to work and personal mental health-related issues;
- conceptualize and ensure support systems for staff in the context of their work at the Court;
- act as the primary focal point on issues related to the well-being of staff members;
- identify and resolve issues and situations which may induce stress and stress-related symptoms while maintaining full confidentiality of individual cases;
- develop and conduct presentations and training on topics including stress management, secondary trauma, traumatic stress;
- promote an atmosphere where prevention of workforce conflicts is the norm and advise senior management of the development and implementation of organizational mitigating measures;
- in cases of emergency, lead or assist in the co-ordination of the psychosocial support for staff, their families and management;
- increase staff awareness and information about social and recreational opportunities available to them;

- develop policy and operational proposals that address a wide range of diverse and sensitive workplace and work-related issues in order to promote the well-being, effectiveness, and productivity of staff;
- submit an annual report including recommendations on broad systemic issues affecting the well-being and productivity of staff;
- participate in the development of policies and procedures governing employee relations and security issues, identify potential areas or issues that would benefit from stress-reducing measures and make recommendations on possible solutions;
- liaise and collaborate with other divisions and departments as appropriate, in particular with the Court's Senior Medical Officer;
- build a network of external therapists/counsellors and other specialists to whom staff members can be referred as appropriate;
- the incumbent will also assist the Head of the Administrative and Personnel Division in the management of the learning and professional development programme of the Court.

Qualifications and requirements

Education and skills

- Advanced University Degree (Master's Degree or equivalent) in Clinical Psychology, Psychotherapy, Counselling, Sociology, Social Work, Social Science or similar discipline. Relevant combination of two years of related experience and education in a closely related area of expertise can be considered in lieu of an advanced university degree.
- At least five years of professional experience (among which three at international level, and in an international organization) in psychological counselling, trauma intervention techniques or related mental health field.
- Experience in developing and implementing counselling, conflict resolution, mediation skills and support programmes or in a related mental health field.
- Additional training in a broad range of related fields, such as stress management, critical incident stress, cross-cultural communication and alcohol/substance abuse would be an asset. Experience in the United Nations Common System is desirable.
- Certification or country-specific licensure authorizing the incumbent to deliver mental health services would be an asset.

Competencies

- *Professionalism*: Has excellent understanding of the United Nations guidelines; demonstrates ability to work under pressure, at speed, is able to remain informed about the Court's documentation system, including the electronic document management system; demonstrates ability to seek and organize information required, including for the production of statistical reports; shows pride in work and in achievements; demonstrates professional competence by being conscientious and efficient in meeting commitments, observing deadlines, taking due account of the schedule of the Court's work, and achieving the desired results; shows

persistence when faced with difficult problems or challenges; remains calm in stressful situations.

- *Communication*: Speaks and writes clearly and effectively, listens to instructions from end users, asks questions to clarify, and exhibits interest in having two-way communication; demonstrates openness in sharing information.
- *Planning and organizing*: Identifies priority activities and assignments; adjusts priorities as required; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary.
- *Teamwork*: Works collaboratively with colleagues, solicits input by genuinely valuing others' ideas and expertise; places team agenda before personal agenda; manages and supports team members.
- *Technological awareness*: Keeps abreast of available technology; actively seeks to apply technology to appropriate tasks; shows willingness to learn new technology.
- *End-user orientation*: Considers all those to whom services are provided to be "end users" and seeks to see things from an end-user's point of view; establishes and maintains productive partnerships with end users by gaining their trust and respect; identifies end users' needs and matches them to appropriate solutions; monitors ongoing developments inside and outside the end users' environment to keep them informed and anticipate problems; keeps end users informed of progress or setbacks in projects; meets deadlines for delivery of products or services.

Languages

- English and French are the two official languages of the Court. The incumbent must have a very good command of English and French; knowledge of other official languages of the United Nations, as well as Dutch, would be an asset.

Remuneration

Depending on professional background, experience and family situation, a competitive compensation and benefits package is offered.

The Court's salaries are calculated in US dollars but paid in euros. They consist of a basic salary and a post adjustment which reflects the cost of living in the Netherlands and the euro/dollar exchange rate.

In addition, the Court offers an attractive benefits package including 30 days of annual leave, home travel every two years, an education grant for dependent children, participation in the United Nations Joint Staff Pension Fund and medical insurance.

**PLEASE NOTE THAT APPLICATIONS RECEIVED AFTER THE .
DEADLINE WILL NOT BE ACCEPTED**

How to apply:

Applicants are requested to complete a United Nations Personal History Form (P.11) and write a cover letter, both of which should be saved in a PDF file and sent to the e-mail address given below.

The selected candidate may be subject to a security clearance, including verification of the information provided in the personal history form and a criminal record check. All candidates should be in a position to submit an electronic copy of their passport and all diplomas listed on their profile when requested.

Applicants should send their application by e-mail, addressed to the Registrar of the Court, clearly indicating the vacancy announcement number.

E-mail: recrutement-recruitment@icj-cij.org

Only applications from candidates under serious consideration will be acknowledged.

The Registrar reserves the right not to appoint any candidate to the post, or to appoint one at a lower level or on the basis of a modified job description. Applications that are found by the Court to meet the above criteria may be added to a reserve list in case a similar vacancy arises in the future.
