

**VACANCY ANNOUNCEMENT FOR THE POST OF REGISTRAR
OF THE INTERNATIONAL COURT OF JUSTICE**

Date of publication:	27 February 2019
Deadline for applications:	15 April 2019
Post title:	Registrar of the Court
Vacancy Announcement Number:	2019/2
Duty Station:	International Court of Justice, The Hague, Netherlands
Indicative gross annual remuneration (including post adjustment):	US\$243,650 (based on February 2019 rate)

Following the decision of the current Registrar of the International Court of Justice to step down from his functions, the Court will elect a new Registrar for a term of seven years. Pursuant to Article 22 of the Rules of Court, the Registrar is elected from amongst candidates proposed by Members of the Court. In order to ensure that a wide pool of candidates may be considered for the position and to make the process more transparent, the Court invites qualified candidates to submit applications in accordance with the procedure set out below.

Candidates shall be of high moral character and must possess the legal, managerial and diplomatic experience as well as the linguistic knowledge necessary to carry out the functions attaching to the post.

Functions

The Registrar of the International Court of Justice, principal judicial organ of the United Nations, is responsible for all departments and divisions of the Registry. In the performance of his/her functions, the Registrar reports to the Court. The incoming Registrar will be required to show proven leadership qualities and a demonstrated ability to successfully discharge multiple and wide-ranging responsibilities.

The Registrar's role is threefold: judicial, diplomatic and administrative.

Judicial duties

- Managing the proceedings in cases before the Court, including the preparation of cases for consideration by the Court.
 - Participating in the work of the Committee appointed by the Court to draft the text of judgments and advisory opinions.
 - Drafting and reviewing a range of legal texts, including substantive and procedural orders.
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- Maintaining relations with the parties to a case, with specific responsibility for the receipt and transmission, *inter alia*, of applications and special agreements, as well as all written pleadings, and case-related official correspondence.
- Ensuring that all communications and notifications provided for by the Statute are duly issued.
- Being present in person at meetings of the Court and of Chambers; providing any assistance required and ensuring the preparation of reports or minutes of such meetings by Registry officials.
- Keeping the General List of all cases; signing all judgments, advisory opinions and orders of the Court, as well as minutes; taking responsibility for the translation, printing and publication of the Court's judgments, advisory opinions and orders, the pleadings, written statements and minutes of the public sittings in every case; and maintaining custody of the seals and stamps of the Court, the archives of the Court, and any other archives entrusted to the Court.

Diplomatic duties

- Managing the Court's external relations and acting as the channel of communication to and from the Court.
- Managing external correspondence and being available for consultation if required.
- Managing relations of a diplomatic nature, in particular with States, with the organs of the United Nations, as well as with other international organizations, and with the government of the country in which the Court has its seat.
- Maintaining relations with the press; and being responsible for issuing information about the Court's activities and for the Court's publications, including press releases.
- Ensuring that information concerning the Court and its activities is made accessible to governments, the highest national courts of justice, professional and learned societies, legal faculties and schools of law, and public information media.

Administrative duties

- Managing all aspects of the internal administration of the Registry itself.
- Being responsible for the Court's financial management, in accordance with the financial procedures of the United Nations, and in particular preparing and implementing the budget.
- Representing the Court at meetings of the competent financial organs of the United Nations.
- Making arrangements for such provision or verification of translations and interpretations into the Court's two official languages (French and English) as the Court may require.

Experience and skills

- A minimum of 15 years of professional experience in the practice of public international law and international dispute resolution.
- Progressively responsible managerial experience, preferably in a judicial institution or an international organization, and proven supervisory abilities in a multilingual and multicultural environment.
- Experience in multilateral and/or bilateral diplomacy.
- Excellent knowledge of the jurisprudence and procedure of the International Court of Justice.

Education

- Advanced university degree (Master's degree or equivalent) in law, with a specialization in public international law.
- A relevant combination of university degree, legal training and qualifications, and professional experience in public international law may be considered as equivalent.

Languages

French and English are the two official languages of the Court. An excellent command of both languages is required, including outstanding drafting abilities. Knowledge of one or more of the other official United Nations languages would be highly desirable; knowledge of the Dutch language would be an additional asset.

Remuneration and conditions of service

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. The emoluments received from the Court are free of all taxation.

In addition, the Court offers an attractive benefits package, home leave travel every two years, an education grant for dependent children, a pension plan* and subsidized medical insurance*.

As Head of the Registry, the Registrar is accorded the same treatment as heads of diplomatic missions in The Hague.

* Contributions deducted from salary.

Application procedure

Applicants are requested to complete a United Nations Personal History Form (P.11 — see link below) and to write a cover letter; both documents should be saved in PDF format and sent to the e-mail address below.

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

Candidates should send their application by e-mail to the President of the Court, clearly indicating the vacancy announcement number.

E-mail: **secretariatpresident@icj-cij.org**.

Personal History Form: **https://www.icj-cij.org/files/personal-history-form/p11_en.rtf**
