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**Job Title: Human Rights Officer**

**Reports to: Director of Programs**

**Location: New York, remote work negotiable**

**Salary: Approx. $60,000 annually**

**Deadline: Rolling**

**Period: Six (6) months from the date of award with the possibility of extension.**

**Start Date: Approx. June 1, 2020 (TBC)**

The Project for Freedom of Religion or Belief (FoRB Unit) for the United Nations (UN) Special Rapporteur on Freedom of Religion or Belief at the Ralph Bunche Institute (RBI), City University of New York (CUNY), seeks a Human Rights Officer (junior – mid-level) to support an important and timely special procedure of the United Nations human rights system. The candidate will work closely with the Executive Director, Director of Programs and other team members to execute research and outreach activities in support of the UN Special Rapporteur on FoRB. The Human Rights Officer will be comfortable working on new and emerging areas with limited supervision and will be receptive to learning from those around them.

**RESPONSIBILITIES**:

Conducting research and analysis on issues related to the promotion and protection of the right to freedom of religion or belief (FoRB); working with partners worldwide to implement programs related to the mandate; advising on intersectional human rights issues and maintaining an active network with stakeholders; be prepared and willing to work flexible hours to accommodate developing and urgent issues.

**Education:** An advanced (graduate) degree in international relations, journalism, law, politics or another relevant discipline is preferred.

**Experience:** At least 2 years professional experience in a human rights related field.

**Knowledge and competencies required:**

* Knowledge of and experience working in international human rights and familiarity with international human rights law and UN human rights mechanisms is required.
* Excellent research and analysis skills are required.
* Excellent writing and editing skills are required.
* Ability to multi-task effectively, including having good planning and organizing skills and ability to work under pressure are required.
* Ability to work independently is required.
* Strong initiative and follow-through, the capacity to think creatively and strategically, and attention to detail are required.
* Good judgement, strong critical thinking and sound knowledge of problems, i.e.,

political, ethnic, racial, religious, gender, social, economic, etc., having a negative impact on the enjoyment of human rights.

* Ability to manage a remote working arrangement efficiently when necessary by taking responsibility for timely completion of tasks and effective communication with team

**Scope of work**

1. Assist the UN Special Rapporteur and his external research team on thematic reports including research related to interreligious conflict; countering Anti-Muslim Hatred; the implementation of the UN Declaration on the Elimination of All Forms of Intolerance and of Discrimination Based on Religion or Belief; freedom of thought;
2. Assist the UN Special Rapporteur and his external research team on country specific issues related to freedom of religion or belief;
3. Analyze human rights issues contained in cases and complaints addressed to the mandate holder;
4. Draft communications on particular cases and complaints, including summarizing the human rights violations alleged in the case and preparing a short legal analysis of these violations;
5. Co-ordinate logistics, outreach, and scheduling for regional and international consultations and expert meetings to inform the thematic and country-specific research of the UN Special Rapporteur;
6. Use and develop indicators to monitor human rights implementation;
7. Travel domestically and overseas, as required;
8. Perform other duties and responsibilities as requested.

The exclusive purpose of this position is to provide additional support to the mandate of the UN Special Rapporteur on Freedom of Religion or Belief. It is not intended to replace, but to complement and add to, the existing human and financial resources assigned to the Special Rapporteur on Freedom of Religion or Belief from the general budget of the OHCHR Special Procedures Branch.

**HOW TO APPLY:** Please apply immediately or by 15 April 2020 by emailing the following documents, preferably as PDF files, to srforb@gmail.com (subject: Human Rights Advisor– Application).

1. A one-page cover letter addressing the main responsibilities, knowledge and competencies required. Please include any additional country-specific or thematic experience.
2. Resume w/contact details of two referees.
3. A 5-page writing sample (unedited by others).