

## Legal Officer, P3 at United Nations Environment Programme (UNEP)

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### Job Description

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The United Nations Environment Programme (UN Environment) is the leading global environmental authority that sets the world's environmental agenda, promotes the coherent implementation of the environmental dimension of sustainable development within the United Nations system and serves as an authoritative advocate for the environment.

### Responsibilities

Handles a range of issues related to environmental law, such as environmental rule of law, the progressive development of international environmental law, human rights and the environment, or environmental crime (substantive, procedural and comparative).

Conducts extensive legal research and analysis in the field of international environmental law and prepares studies, briefs, reports and correspondence.

Undertakes basic or extensive review of legal documents, instruments, or other material; identifies important issues, similarities, and inconsistencies.

Prepares or assists in the preparation of drafts of background papers, studies, reports, legislative texts and commentaries on those texts, teaching materials in the field of international environmental law.

Prepares or assists in the preparation of legal opinions/advice on a wide range of international environmental law issues.

Provides legal advice on the interpretation and application of international environmental law.

Serves or assists senior colleagues in servicing diplomatic conferences, commissions, committees, task forces, expert groups and other bodies, including preparation of background materials, summaries of issues and views of delegations, meeting reports.

Prepares or assists in the preparation of agreements and contracts with governments, NGOs and other public and private entities.

Administers programmes of legal technical assistance.

Prepares or assists with the preparation of international environmental law seminars and symposia, lecture on various legal issues at such events.

Provides guidance to more junior staff.

Collects and analyzes data to identify trends or patterns and provide insights through graphs, charts, tables and reports using data visualization methods to enable data-driven planning, decision-making, presentation and reporting.

Performs other related duties as assigned.

## **Requirements**

### **Competencies**

**PROFESSIONALISM:** Knowledge of, and ability to apply, international environmental law legal principles, concepts and procedures and terminology for review, examination, and processing of a range of legal documents. Knowledge of various legal research sources, including electronic, and ability to conduct research and analyze information on a wide range of legal issues. Knowledge of the civil law and/or common law legal systems and principles. Ability to interpret and apply legislative instruments, develop and present results, recommendations, and opinions clearly and concisely. Ability to draft legal papers and work under pressure. Ability to apply good legal judgment in the context of assignments given. Ability to analyze and interpret data in support of decision-making and convey resulting information to management. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult

problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

**TEAMWORK:** Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

**PLANNING AND ORGANIZING:** Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

### **Education**

An advanced university degree (Master's degree or equivalent) in international law, environmental law or related fields is required.

A first-level university degree in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree.

Successful completion of both degree and non-degree programs in data analytics, business analytics or data science programs is desirable.

### **Work Experience**

A minimum of five years of progressively responsible experience in environmental law, project or programme management, administration or related area in the environmental field is required.

Experience working at the international level in environmental law is desirable.

Two years or more of experience in data analytics or related area is desirable.

### **Languages**

English and French are the working languages of the United Nations Secretariat. For the post advertised, fluency in English is required. Knowledge of another official United Nations

language is desirable.

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