

# COMISSÃO DA CEDEAO

**ECOWAS  
COMMISSION**



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## VACANCY ANOUNCEMENT

The Commission of the Economic Community of West African States (ECOWAS) in collaboration with United Nations Development Programme Regional Bureau for Africa (UNDP/RBA) and other development partners, launched in 2006 the ECOWAS Small Arms Control Programme (ECOSAP) based in Bamako, Mali. This Programme is implemented under the supervision of the Head of ECOWAS Small Arms Unit while receiving strategic guidance from the Programme Steering Committee. In this regard, the ECOWAS Commission is seeking to recruit a highly qualified candidate to fill the position of Legal Officer.

<b><u>Directorate</u></b> :	<b>Peace Keeping &amp; Regional Security</b>
<b><u>Post</u></b> :	<b>Legal Officer (ECOSAP Policy Support Team)</b>
<b><u>REF</u></b> :	<b>ECW-COMM/REC/PKRS-P/003/2009</b>
<b><u>Grade</u></b> :	<b>P4 (UA 25,908 – 30,180)</b>
<b><u>Supervisor</u></b> :	<b>Head of Small Arms Unit</b>
<b><u>Duty Post</u></b> :	<b>Abuja, Nigeria</b>

### **DUTIES AND RESPONSIBILITIES**

The Officer is part of the Policy Support team of ECOSAP to Small Arms unit. He/she shall work under the general supervision of the Director of Legal Affairs and under the direct supervision of the Head of the ECOWAS Small Arms Unit. All legal services to be rendered shall be undertaken in close consultation with the Director Legal and subject to monitoring by the Director to ensure conformity with legal principles and procedures of ECOWAS.

- Provide legal advisory services and technical support to ECOWAS Member States with regards to the elaboration/review, adoption and implementation of legal frameworks on Small Arms and Light Weapons (SALW).
- Provide technical support for the harmonization of legislations on SALW in the ECOWAS sub-region

- Assist in the management and monitoring of the Exemption Procedures to the ECOWAS Moratorium/Convention on SALW.
- Follow-up the international initiatives and progresses in the field of SALW
- Measure and evaluate policy implementation on SALW in Member States and the sub-region within the framework of ECOWAS, AU and UN resolutions against the proliferation and trafficking in SALW;
- Submit regular progress reports to the Head of the ECOWAS Small Arms Unit.
- Ensure an effective reporting of the activities of the ECOWAS Small Arms Unit
- Conduct any other task that may be required

#### **QUALIFICATION AND EXPERIENCE:**

- Bachelor's degree in Law or related fields with specialisation in any of the following: Peace and Conflict Studies, International Affairs and Diplomacy.
- At least five (5) years post qualification experience including at least two (2) years relevant field experience in an International Organisation;
- Possession of a higher degree will reduce the number of years of experience to three (3) years.
- Proven human and institutional (particularly of public institutions) capacity development skills.
- Specific knowledge of the ECOWAS policy and operational framework for controlling the proliferation and trafficking in SALW may constitute an advantage.
- Proven competence involving high level conceptualization, planning, coordination, and reporting.
- Proven capacity building and advocacy skills.
- Excellent inter-personal and communication skills.
- Ability to work under pressure and handle politically and culturally sensitive issues.
- Good knowledge of Microsoft Office Tools.

#### **AGE**

Candidate must not be over **fifty (50) years** of age at the point of recruitment.

## **LANGUAGE**

Must be fluent in one of the official languages of ECOWAS: English, French and Portuguese. A working knowledge of second official language would be an advantage.

## **METHOD OF APPLICATION**

Interested and qualified candidates should send their detailed curriculum vitae including photocopies of their academic certificates, telephone numbers, e-mail addresses with a covering letter, quoting the relevant reference number at the top right hand corner of their application envelopes addressed to the:

**The President of the Commission**  
**Attention: Director of Human Resources**  
**ECOWAS Commission,**  
**101, Yakubu Gowon Crescent,**  
**P.M.B 401, Garki,**  
**Abuja, Nigeria**  
E-mail: [jobs@ecowas.int](mailto:jobs@ecowas.int)

**Only citizens of ECOWAS Member States are qualified to apply.**

Prospective Candidates are advised to visit ECOWAS website at [www.ecowas.int](http://www.ecowas.int)

The deadline for the receipt of all applications is **Friday, 07 August, 2009 at 5p.m. prompt.**

Please note that only short-listed candidates will be contacted.