

Issued by the International Tribunal for the Law of the Sea on 30 September 2021

Guidelines concerning the Junior Professional Officer Programme of the International Tribunal for the Law of the Sea

For the purpose of establishing a Junior Professional Officer programme at the International Tribunal for the Law of the Sea (“the Tribunal”), the Tribunal adopts the following Guidelines:

Section 1 Objectives and scope

1.1 The Junior Professional Officer programme may be used for young professionals to serve in the Registry’s Legal Office, or in another department of the Registry, as necessary.

1.2 The objectives of the programme are as follows:

(a) To enhance the development and capacity of the Tribunal by recruiting young professionals who are qualified for entry-level positions (at the P-1 or P- 2 level), have completed their education and have some working experience;

(b) To provide young professionals with an opportunity to gain hands-on experience in the field of the law of the sea, dispute settlement and procedures before the Tribunal through a learning experience under the supervision of staff members of the Registry, and to contribute to the advancement and furtherance of the Tribunal’s functions;

(c) To enable States sponsoring Junior Professional Officers (“participating States”) to provide on-the-job training and multilateral capacity building for young graduates and at the same time contribute to enhancing the Tribunal’s capacities. Participating States may suggest an assignment which they wish to support and in respect of which they would provide on-the-job training opportunities to the candidates, increasing their professional and technical expertise in specialized areas.

Section 2 General principles

2.1 Junior Professional Officers are recruited under memoranda of understanding concluded between the Tribunal and participating States. A model memorandum of understanding is attached to the present Guidelines (annex).

2.2 Junior Professional Officers are staff members and are subject to the Staff Regulations and Rules of the Tribunal with staff entitlements and obligations (i.e., in terms of salary, deductions and contributions, allowances for dependants, travel, etc.).

- 2.3 Participating States shall cover the costs associated with the work and training programme for Junior Professional Officers.
- 2.4 Junior Professional Officers may be nationals of participating States or nationals of other countries.
- 2.5 Junior Professional Officer positions are determined by the needs of the Tribunal and are primarily in the Registry's Legal Office.
- 2.6 Junior Professional Officers may be appointed for a maximum period of two years, with an initial one-year appointment that may be extended for another year, subject to the agreement of the participating State and satisfactory performance.
- 2.7 The Registry will ensure that the programme, besides normal everyday participation in the Tribunal's work, also contains well-designed learning and training elements for Junior Professional Officers.

Section 3

Selection of and support for Junior Professional Officers

- 3.1 The Registry manages the Junior Professional Officer programme for the Tribunal.

Selection process

- 3.2 The Registry will develop job descriptions for Junior Professional Officer positions and will inform participating States whenever vacancies for such positions arise.
- 3.3 Participating States are invited to nominate a maximum of three candidates for a vacant position. Participating States are also invited to consider nominating non-nationals, in particular from developing countries. Nominations must include candidates of each gender.
- 3.4 The Registry will invite the candidates nominated by participating States to attend an interview with a view to selecting the most suitable candidate, taking into account the need for diversity (see paragraph 3.6). The interview is conducted by a panel composed of the Registrar, the Deputy-Registrar and the Head of Legal Office (or of the Department concerned). On this basis, the Registrar will make a recommendation to the President for approval of the selected candidate. The recommendation will also include a reserve list of candidates in case a selected candidate is no longer available.
- 3.5 Candidates for the programme are to be selected on a highly competitive basis. In order to be considered for the programme, candidates must:
- (a) Be under 32 years of age at the time of nomination;
 - (b) Possess relevant academic qualifications (a master's degree or equivalent) in law or in a field commensurate with the specific position;
 - (c) Have a minimum of two years of working experience in a relevant field;

- (d) Demonstrate written and spoken proficiency in at least one of the two official languages of the Tribunal (English and French).

3.6 Principles of gender and geographic diversity must also be taken into account by the Tribunal when recruiting Junior Professional Officers.

3.7 The selection of a candidate for a Junior Professional Officer position does not imply automatic selection for a regular staff position within the Tribunal. Junior Professional Officers may apply for such positions as any other external candidate would, in which case they would go through the regular recruitment process of the Tribunal.

Career support advice and resources

3.8 Supervisors are expected to provide career support advice to Junior Professional Officers with a view to using their potential in the future within the framework associated with the Tribunal's mandate.

3.9 Recruitment of a Junior Professional Officer requires proper supervision to be provided for the entire assignment.

3.10 The costs of learning activities for Junior Professional Officers – other than those activities mandated by the Tribunal for all staff – and of any associated travel are to be included in the cost estimate for the participating State.