

The International Nuremberg Principles Academy (Nuremberg Academy) is a foundation dedicated to the advancement of international criminal law and related human rights and is located in Nuremberg, the birthplace of modern international criminal law. Conscious of this historic heritage, its main fields of activity include providing a forum for dialogue by convening international conferences and expert meetings, conducting interdisciplinary and applied research, engaging in specialized capacity building for practitioners of international criminal law, and human rights education. The Nuremberg Academy upholds the Nuremberg Principles and the rule of law with a vision of sustainable peace through justice, furthering knowledge, and building capacities of those involved in the judicial process in relation to core international crimes. The Nuremberg Academy was established by the Federal Republic of Germany, the Free State of Bavaria, and the City of Nuremberg.

The Academy is now seeking to recruit one full-time

Project Officer (m/f/d)

starting on or after 1 April 2022.

The successful candidate will have demonstrated knowledge of international criminal law (ICL), preferably also from previous work experience at or with international courts and tribunals, alternatively in the field of human rights with an emphasis on international humanitarian law. He/she will also have experience in conducting research, preferably in an international environment. The successful candidate will have strong analytical and organizational skills and will be a member of a highly motivated, international and interdisciplinary team. The successful candidate will work closely with the Senior Officer(s) and contribute to various projects at the same time.

Duties and responsibilities

The Project Officer will be responsible for the following tasks, *inter alia*:

- Conduct background research, compile literature reviews and mappings
- Engage in project design and implementation
- Write and edit project documents, research briefs, and reports
- Liaise with project partners and experts
- Organize conferences, workshops and events, both in digital and presence formats
- Carry out various project-related and administrative tasks
- Carry out other activities of the Academy as requested by the Director and/or Deputy Director

Qualifications and eligibility criteria

- Postgraduate degree in law, international relations, social sciences or political science
- A minimum of 2 years of experience in project work in international criminal courts/international organisations or in research at an academic or research institution or non-governmental organisation
- Demonstrated knowledge of international criminal law
- Proven writing and editing skills, preferably demonstrated through publications in the field of studies as listed above
- Advanced research skills for qualitative/quantitative research
- Excellent analytical skills, critical thinking and initiative
- Excellent communication skills, interpersonal and intercultural skills, strong teamwork skills and ability to work independently
- Strong project coordination and organisational skills, proven ability to prioritize and attention to detail
- Strong computer skills (in particular Microsoft Office applications), proven experience in the management and use of digital conferencing software (i.e. Zoom, MS Teams, WebEx or similar) and the organization and conduct of digital events are strong assets
- Languages: Excellent written and spoken professional proficiency in English is required; a good knowledge of French (written and spoken) would be a strong asset; the ability to work in German would be an advantage

Contract details

The Nuremberg Academy promotes equality of opportunity. We offer a contract for a full-time position for two years (non-renewable due to public budgeting provisions) at salary level E 11 (initial gross annual salary of app. 43.000 €/47.000 € depending on relevant previous experience) of the Collective Agreement applicable to the German Public Service (TVöD Bund) and 30 days of paid annual leave. The contract will include a four month probationary period.

For further information please visit our website www.nurembergacademy.org or contact admin@nurembergacademy.org if you have any questions.

Application process

To apply, please send complete applications including cover letter, CV and three referees, ideally in one PDF document, via email with the subject line “Application for Project Officer position_YourLastname” to admin@nurembergacademy.org by 15.01.2022.

Please clearly indicate in your application when you would be able to start working at the Academy. We are looking for a candidate who will be able to start in the 2nd quarter of 2022.

References will be sought directly from the referees at any stage of the selection process.