

Legal Advisor (Institutional Law) (250428)

Status
Draft

Recruiter
Turco, Sabrina

Status Details
Draft

Hiring Manager
Carbone, Antonella

Primary Location *
Italy > Naples

Requisition Type
Professional

Hired Candidates
0 out of 1

Vacancy Administration

Identification

Requisition Title
Legal Advisor (Institutional Law)

Post Number
OJS GXCL 0075

Number of Openings
1

Grade
NATO Grade G15

Clearance Level
NS

Eligibility
All NATO member states

Justification
New Position

Structure

Organization *

Agency Joint Force Command Naples (JFCNP)

Primary Location *

Country Italy

City Naples

Job Field *

Domain Management and Operations Support

Sub Domain Legal

Owners

Recruiter
Turco, Sabrina

Hiring Manager
Carbone, Antonella

Recruitment Assistant
De Luca, Marco

User Group

User Group

JFCNP

Candidate Selection Workflow

Candidate Selection Workflow
NTAP Workflow

Profile

Shift
Day Job

Schedule
Full-time

Compensation

Currency
Euro (EUR)

Pay Basis
Monthly

Minimum Salary
5725.22

Budget

Currency - Budget Section
Euro (EUR)

Selection Plan

Selection Tools
Interview, Web Interview

Vacancy Notice

Internal Description

Description - Internal

DISCLAIMER: Please note this newly-classified post is pending Budget Committee ' s approval.

TITLE: Legal Advisor (Institutional Law)

LOCATION: Headquarters Allied Joint Force Command Naples; Naples (ITA)

GRADE: G15

SECURITY CLEARANCE: NATO S E C R E T

VACANCY N ° : OJS GXCL 0075

1. POST CONTEXT

Headquarters Allied Joint Force Command Naples provides a resilient, static Joint headquarters to plan, prepare and conduct operations across all domains from Baseline Activities and Current Operations (BACO), including deterrence, through Crisis, up to the Maximum Level of Effort (MLE), in order to support NATO ' s three core tasks, at the Joint Operational level, as directed by SACEUR. Supported by the Single Service Commands, Allied Joint Force Command Naples integrates allocated forces, including NATO Force Structure entities, and synchronises activity to achieve operational objectives. It maintains comprehensive, regional focused, situational awareness, leads contingency planning and directs exercises. It also provides out-of-theatre support to enduring NATO operations and could contribute specific Joint competencies to other NATO Command Structure or NATO Force Structure entities. It is capable of commanding a Joint Task Force operating within or beyond SACEUR ' s Area of Responsibility, with theatre enablement provided by a dedicated Joint Logistic Support Group Headquarters. It has the capability to deploy tailored elements to enable

reconnaissance, liaison, and coordination, and support the Joint Commander. Synchronizes and integrates Joint and Combined armed forces within the Joint Operational Area (JOA) in support of a Joint Task Force.

The Command (COM) Group provides and sustains operational level joint command and control capabilities at designated readiness states, so the COM can conduct the full range of assigned military operations throughout the NATO Area of Responsibility (AOR) and beyond.

The Office of the Chief of Staff (COS) directs staff actions on behalf of the COS and ensures that all published instructions are in accordance with the Commander (COM) ' s policy and guidance.

The Office of the Legal Advisor (LEGAD) is responsible for providing expert legal advice, technical guidance and other assistance to the Command Group (CG) and the staff to ensure the HQ is functioning in compliance with all governing treaties, international agreements and applicable laws.

Within the Office of the Legal Advisor, the incumbent is responsible for ensuring critical continuity on providing legal advice and expertise to Commander, CG and staff on legal issues of international institutional law regulating JFCNP and the operational missions in its AOR, directly affecting their policies and objectives. International institutional law is broadly defined as the set of laws governing the corporate life of JFCNP as an International Military HQ, its status and the status of its personnel, its rights and obligations, its functioning and procedures.

The incumbent reports to OJS GXCL 0060- Senior Legal Advisor.

2. DUTIES

The incumbent's duties are:

Provides legal advice on all the matters of the Institutional Law area, such as international law, host nation law, civil law, administrative law, labour law, environmental law, standards of conduct, fiscal and contracting law, interpretation of financial rules and procedures, NATO policies and regulatory documents as may arise in the context of an International Military Headquarters ' activities, stationing and garrison requirements, and operations.

Provides legal advice to ensure compliance with NATO policies, guidance and regulations and international agreements.

Provides legal advice to CG, to ad hoc JFCNP personnel and boards and to staff in the context of JFCNP Internal Control processes. Identifies possible areas of weakness, mistakes, incorrect practices and non-compliance with applicable laws and regulations in JFCNP work processes. Assesses relevant legal liabilities, elaborates remediation actions and mitigating measures, assists CG and staff in their implementation. Interacts with external entities or authorities and within the ad hoc ACO Governance as required. Acts as office Focal Point in Internal Control processes.

Member of the Building Integrity WG, provides legal advice necessary for the implementation of the Building Integrity policies and directives. Provides legal advice required to identify and address frauds, corruption or general malpractices; contributes to identifying and promoting good practices, elaborating policies, directives and training; elaborates courses of actions necessary to implement the rule of law.

Provides legal advice on the implementation of NATO policies on Gender issues in relation to JFCNP garrison activities and operations; identifies and addresses legal issues; identifies possible courses of action and ad hoc training.

Provides legal advice on matters related to the implementation of the NATO Code of Conduct in all areas of JFCNP operations; identifies legal issues and malpractices such as harassment, bullying, discrimination; elaborates relevant courses of actions and provides legal advice in the context of internal or ACO investigations on such matters; elaborates policies, directives and training on these issues.

Provides legal advice in the context of JFCNP Business Continuity planning and procedures. Analyzes and develops the legal aspects of the Business Continuity plans, suggesting legal solutions and ways ahead; provides legal advice of the negotiation of ad hoc contracts and agreements as required.

Provides legal advice to CG and staff on NATO rules on Ethics.

Generates decisive actions on various legal matters as required, and assessing and advising on liability and legal exposure for the headquarters;

Researches and analyses implications of jurisprudence, legislation, and regulatory matters that affect the headquarters

Provides Legal expertise to ad hoc integrated project teams. Supports the process to ensure compliance with all various legal requirements;

Originates and devises policy in the legal field to be incorporated into NATO directives

Provides legal advice to CG and staff on other areas of the institutional law as required by Chief LEGAD and direct supervisor OJS GXCL 0060.

Advice given to Commander staff will commit the forces assigned to the Commander to actions for which NATO will be held legally accountable

The employee may be required to perform a similar range of duties elsewhere within the organisation at the same grade without there being any change to the contract.

The work is normally performed in a Normal NATO office working environment.

Normal Working Conditions apply.

The risk of injury is categorised as No risk / risk might increase when deployed.

3. QUALIFICATIONS AND EXPERIENCE

ESSENTIAL

University Degree in law or related discipline and 2 years function related experience, or Higher Secondary education and completed advanced vocational training in that discipline leading to a professional qualification or professional accreditation with 4 years post related experience.

Experience working on self-initiated tasks or on tasks assigned in the form of objectives, with supervisory review of the results, applying creativity and innovation on a wide range of differing issues which require elaboration of proposals for different courses of actions.

Experience engaging in high level professional contacts, both internal and external, taking an active part in sensitive and complex legal discussions.

Must have an English Standard Language Proficiency level of “ professional ” in Listening, Speaking, Reading and Writing (SLP 3333 based on NATO standards).

DESIRABLE

Experience in public international law and in international institutional law.

Knowledge of NATO basic treaties and of international agreements regulating NATO bodies.

Knowledge of Allied Command Operations structure, organization and mission.

Experience supporting and impacting decisions of NATO authorities by recommending actions, assessing if actions are legally sufficient to protect the HQ.

COURSES

Building Integrity Foundation (BIF) (BIT-BI-32033) provided by Defence Academy Of United Kingdom, United Kingdom

NATO Operational Law Course (ETE-LG-3689) provided by NATO - School Oberammergau (NSO)

NATO Legal Advisor Course (ETE-LG-2688) provided by NATO - School Oberammergau (NSO)

4. POSITION AND CANDIDATE PROFILE

Personal attributes

The incumbent needs to have strong written oral communication and analytical skills, a flexible mind, and the ability to grasp complex areas of law rapidly and accurately. The incumbent will be a key-player in multi-disciplinary teams, and will interact with other stakeholders to work towards sound legal solutions. Given the level of engagement and professional contacts, post requires high level maturity, poise, tact, and inter-personal sensitivity.. Considerable professional judgement is required to elaborate and propose legally defensible courses of action, assessing possible future impact on JFCNP and NATO. The incumbent will be required to travel on duty.

Professional contacts

The incumbent engages with high level contacts, both internal and external to the Organization, representing the HQ and taking an active part in sensitive and complex legal discussions. The incumbent interacts with higher officers in NATO bodies in the host nation and/or under JFCNP AOR; with ACO Legal Advisor, other NATO entities LEGADs, the JFCNP Command Group, DCOSs/ACOSs. The incumbent is also called to work with and be part of governance structures at ACO level in order to start, develop and implement various processes and procedures mandated by NAC. The incumbent keeps contact with other high ranking officers of other international Organizations or entities to address legal matters of common interest.

Contribution to the objectives

Analyzes issues implying potential legal and financial liabilities for JFCNP and its operational missions, in order to assess if a particular action is legally sufficient, and proposes legal recommendations and/or courses of actions; follows up by monitoring implementation of the decided course of action. This has a direct impact on work and objectives of other divisions, of JFCNP and, ultimately, of the Organization.

5. CONTRACT

The successful candidate will receive a three-year definite duration contract which may be followed by an indefinite contract. NATO International Civilians will be offered a contract in accordance with the provision of the NCPRs.

The basic entry-level monthly salary for a NATO Grade 15 (A-2) in Italy is Euro 5,725.22 which may be augmented by allowances based on the selected staff member ' s eligibility, and which is subject to the withholding of approximately 20% for pension and medical insurance contributions.

6. INSTRUCTIONS TO APPLY:

JFC Naples uses NATO Talent Acquisition Platform. In order to apply for this vacancy, please visit the platform at: <https://nato.taleo.net/careersection/2/jobsearch.ftl?lang=en>, and search for vacancies within HQ JFC Naples with duty location Naples, Italy.

Please attach relevant certificates to the application.

Note that once you create your profile, you will be able to use it to apply for other vacancies within NATO.

Please note:

Staff members are appointed to and hold posts on the establishment of a NATO body only on condition that:

They are nationals of a NATO member country

They are over 21 and under 60 years of age at the time of taking up their appointments. Appointments of definite duration may be offered to candidates of 60 years of age or more, provided that the expiry date of the contract is not later than the date at which the candidate attains the age of 65.

ADDITIONAL INFORMATION:

A NATO security clearance and approval of the candidate ' s medical file by the NATO Medical Adviser are essential conditions for appointment to this post. Applicants are not required to possess a clearance at the time of applying, but they must be eligible for a clearance. HQ JFC Naples will take action to obtain the required security clearance from the successful candidates ' national authorities.

External Description

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