



**UNITED NATIONS DEVELOPMENT PROGRAMME
JOB DESCRIPTION**

I. Position Information

Job Title:	Legal/Electoral Dispute Resolution Specialist (Consultant)
Contract Type:	IC/International
Reports to:	Chief Technical Advisor/Programme Manager
Duty Station:	Monrovia, Liberia
Duration of Contract:	4 Months
Contract start date:	15 October 2020


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Hearing Officers and lawyers to ensure enhanced capacity in the effective administration of election complaints cases and to avoid such matters becoming unduly burdened and delayed with unnecessary legal formalities;

- Support NEC in design and conducting workshops for political parties' and civil society monitoring and observing elections, on EDR;
- Provide legal advice to the NEC, decision-makers, and electoral stakeholders on EDR, International Laws, and best practices, as they relate to electoral matters.
- Policy/expert support to the NEC, making electoral dispute resolution (EDR) system operational for 2020 electoral processes.
- Help revitalizing NEC's complaints and legal tracking system. Train and mentor staff on employing the tracking system and ensuring clear ownership and responsibilities of the system, its functions, and results.
- Draw lessons learned and identify legal reform areas, formulating these into a detailed legal analysis identifying international and regional standards, outlining reasons for reform proposal, and options for new or revised legislative or regulatory provision.
- Review observer recommendations and provide support in converting them into legal amendments.
- Conduct comprehensive review of the timelines for handling complaints.
- Based on lessons-learned, and in close collaboration with NEC, develop a three-year capacity-building program for NEC, including the plan of implementation.
- Design strategies in developing the EDR expert database, focusing on involving young lawyers in electoral administration.
- Conduct legal analysis relative to the electoral process as needed.
- Alert NEC and UNDP CTA of possible legal issues and challenges arising from the electoral process.
- Perform other related duties as required by the CTA and NEC.

IV. Deliverables


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<p>officers on EDR for 2020 elections conducted. Workshop for political parties and civil society conducted.</p>		
<p>Lessons learnt are drawn from the process. Outcome presented at the NEC lessons learnt workshop. Recommendations drafted in relation to the timelines handling electoral complaints, with the view of consolidating Liberia EDR Framework. Working compendium developed of legal and regulatory recommendations by the Consultant, electoral observers and stakeholders stemming from the workshop into the legal and regulatory amendments. Capacity-building program to enhance NEC and stakeholders EDR capacity developed; action plan presented to NEC and UNDP. Strategy to develop database of trained EDR staff, with specific strategic suggestions on retaining qualified staff and involving youth in electoral administration is prepared.</p>	<p>15 February</p>	<p>50%</p>

Payments are subject to submission of regular reports by the Consultant, duly approved and certified by the UNDP Chief Technical Adviser for the Election Project and UNDP Project Management and Support Unit.

V. Impact of Results

The consultancy is designed to mitigate legal challenges during the 2020 elections and build the NEC's long-term sustainable capacity, notably its legal and hearing offices and electoral stakeholders. It is expected to also mitigate electoral violence through the promotion of legal ways to resolve electoral disputes. This short-term consultancy aims to contribute to the Liberia Electoral Support Project's key outcome, which will further develop its interventions based on the capacity-building strategy and action plan to be presented by the consultant.

VI. Recruitment Qualifications

Education:

Advanced university degree in law, public administration/policy, political science, international relations or a related field.

Experience:

A minimum of seven (7) years of progressively responsible professional experience; at least three (3) years of experience in the area of elections and electoral systems
Specific experience in electoral dispute resolution/adjudication.

Experience in drafting or reviewing laws and regulations

Experience in working on election assistance in western African or in a post-conflict context is an asset.

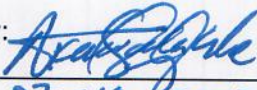
United Nations experience or positions in similar international organisation is an asset.

Languages:

Excellent written and spoken English is required.

This TOR is prepared by:

Signature: _____


07-10-2020

Anthony K. Sengbe
Executive Director NEC
Elections

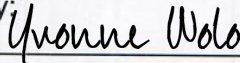
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Lenka Homolkova
UNDP Chief Technical Adviser -

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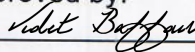
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James Monibah
UNDP Governance Team leader

This ToR is Approved by:

Signature: _____

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Violet Baffour
UNDP Deputy Resident Representative, Programmes