

NATIONS UNIES
DROITS DE L'HOMME
HAUT-COMMISSARIAT



UNITED NATIONS
HUMAN RIGHTS
OFFICE OF THE HIGH COMMISSIONER

HAUT-COMMISSARIAT AUX DROITS DE L'HOMME • OFFICE OF THE HIGH COMMISSIONER FOR HUMAN RIGHTS
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The Secretariat of the United Nations presents its compliments to the Permanent and Observer Missions to the United Nations and has the honour to request the nomination of candidates for the position of Assistant Secretary General for Human Rights. This position is at the Assistant-Secretary-General level and is based in New York, US.

The Assistant Secretary General for Human Rights serves as a role model for the United Nations Values (Inclusion, Integrity, Humility and Humanity) and Behaviours Framework (Connect and Collaborate; Analyse and Plan; Deliver Results with Positive Impact; Learn and Develop; Adapt and Innovate), and the desired behaviours of the United Nations System Leadership Framework.

Background

The UN General Assembly established The Office of the High Commissioner for Human Rights in December 1993 through its resolution 48/141, which also details its mandate.

Further information on the Office of the High Commissioner for Human Rights is available on the following website: <https://www.ohchr.org>

Call for nominations and closing date

The Secretariat welcomes nominations to supplement the Secretary-General's search and consultations and would especially welcome the nomination of women candidates.

In accordance with the policy for the nomination of candidates, the Secretariat wishes to outline that it is the responsibility of the nominating Government to ensure that each candidate it nominates has not been convicted of or is not currently under investigation or being prosecuted for, any criminal offence, or any violation of international human rights law or international humanitarian law. In the case of nominees who have been investigated for, charged with, or prosecuted for any criminal offence but were not convicted, the nominating Government is requested to provide information regarding the investigation(s) or prosecution(s) concerned.

The nominating Government is also requested to certify that it is not aware of any allegations against its nominated candidate, and that they have not been involved, by act or omission, in the commission of any acts that amount to violations of international human rights law or international humanitarian law.

Nominations must be submitted through the following email address: ohchr-asg-applications@un.org by Friday 19 September 2025 (midnight New York time). All nominations will be treated with the strictest confidence, and short-listed candidates will be contacted directly to undergo an assessment process, reference and background checks, including human rights and conflicts of interest screening.

Duties and Responsibilities

The Assistant Secretary-General will:

- Head the New York Office of the Office of the High Commissioner for Human Rights (OHCHR).
- Represent the High Commissioner for Human Rights (HC) vis-à-vis external parties.
- Assist the HC in maintaining relations with Governments, including their Permanent Missions in New York, the UN system, international and intergovernmental organizations, non-governmental organizations, the private sector, media and academia.
- As directed by the HC, represent OHCHR in senior level meetings in New York-based UN bodies, departments and agencies.
- Assist the HC in the overall direction and supervision of the activities of the human rights programme.
- Engage in policy development and advise the HC on policies.
- Assist the HC in maintaining coordination on policy matters with the Executive Office of the Secretary-General, other departments and agencies of the Secretariat, and other relevant offices in New York.
- Carry out other duties, as assigned by the HC.

Skills and Expertise

The Secretary-General is seeking an individual with the following attributes:

- At least 20 years of progressively responsible experience in human rights, international relations or closely related field.
- Experience in large, multicultural institutions.
- Experience in policy planning, political analysis and programme management.
- Proven track record of excellent management and leadership skills, as well as experience in coordinating activities and policies within a multilateral framework.
- Well-demonstrated negotiating and diplomatic skills.

- Demonstrated ability to work harmoniously in a multi-cultural team and establish harmonious and effective working relationships both within and outside the organization.
- High commitment to the values and guiding principles of the United Nations and good understanding of the United Nations system, including peacekeeping, human rights, humanitarian and development settings and challenges.

Languages

English and French are the working languages of the United Nations. For this position, fluency in English is required. A working knowledge of French or other United Nations official language will be an advantage.

Human rights screening

In accordance with the policy for the nomination of candidates, the Secretariat wishes to outline that it is the responsibility of the nominating Government to ensure that each candidate it nominates has not been convicted of or is not currently under investigation or being prosecuted for any criminal offence, including sexual exploitation and abuse, or any violation of international human rights law or international humanitarian law. In the case of nominees who have been investigated for, charged with or prosecuted for any criminal offence but were not convicted, the nominating Government is requested to provide information regarding the investigation(s) or prosecutions concerned. The nominating Government is also requested to certify that it is not aware of any allegations against its nominated candidate that they have been involved, by act or omission, in the commission of any acts that amount to a criminal offence, including sexual exploitation and abuse, or violations of international human rights law or international humanitarian law.

Individuals who are either nominated by Member States or who seek to serve with the United Nations in any individual capacity will be required, if short-listed, to complete a self-attestation stating that they have not committed, been convicted of, nor prosecuted for, any criminal offence, including sexual exploitation and abuse, and have not been involved, by act or omission, in the commission of any violation of international human rights law or international humanitarian law, including sexual exploitation and abuse.

Conflicts of interest screening

All United Nations staff members are expected to uphold the highest standards of efficiency, competence and integrity. Senior leaders in particular, have the responsibility to serve as role models in upholding the Organization's ethical standards.

A conflict of interest occurs when, by act or omission, a staff member's personal interests interfere with the performance of their official duties and responsibilities, or call into question their integrity, independence and impartiality. Risk for conflicts of

interest may arise from a staff member's engagement in outside (non-United Nations) employment or occupation; outside activities, including political activities; receipt of gifts, honours, awards, favours or remuneration from external (non-United Nations) sources; or personal investment. In particular, no staff member shall accept any honour, decoration, favour, gift or remuneration from any Government (staff regulation 1.2 (j)).

Where a real or perceived conflict of interest does arise, senior leaders are obligated to disclose this to the Organization without delay. In order to avoid real or perceived family influence or preferential treatment and conflicts of interest that could stem from such situations, the United Nations Staff Rules provide that appointments "shall not be granted to anyone who is the father, mother, son, daughter, brother or sister of a staff member" (staff rule 4.7 (a)).

Short-listed individuals will be required to complete a pre-appointment declaration of interests for senior positions to identify possible conflicts of interest that may arise and to proactively prevent and manage, as much as possible and in a timely manner, situations in which personal interests may conflict or appear to conflict with the interests of the United Nations, should the individual be appointed to this position.

The Secretariat takes this opportunity of reiterating to the Permanent and Observer Missions to the United Nations the assurances of its highest consideration.

8 August 2025

