

# Staff Officer (Legal) (260342)

Status	Recruiter	
Draft	Turco, Sabrina	
Status Details	Hiring Manager	Primary Location *
Draft	Turco, Sabrina	Italy > Sigonella
Requisition Type		
Professional		
Hired Candidates		
0 out of 1		

## Vacancy Notice

### Internal Description

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#### Description - Internal

INTERNAL VACANCY : This vacancy is advertised exclusively for NATO International Civilian (NIC)-serving staff.

LOCATION: NATO Intelligence, Surveillance & Reconnaissance Force (NISRF), Sigonella, Italy

DIRECTORATE: Command Group

TITLE: Staff Officer (Legal)

GRADE: G15

SECURITY CLEARANCE: NATO S E C R E T

#### 1. POST CONTEXT

NATO nations have chosen to acquire a wide area ground surveillance asset based on a High Altitude Long Endurance (HALE) Remotely Piloted Vehicle (RPV). The system chosen is based on a uniquely designed RQ4-4D (Global Hawk) with the Multi-Platform Radar Technology Insertion Programme (MP-RTIP) as the primary sensor, a ground segment including deployable assets, and a supporting communications architecture dedicated to filling some of NATO'S Joint Intelligence, Surveillance, and Reconnaissance (JISR) needs.

It is responsible for providing direction and guidance for procedures and standards; Security; Memorandum of Agreement/ Understanding (MOA/MOU); ISR airworthiness.

The Office of the Legal Advisor is responsible for providing support to the Command Group on all matters and problems which have legal implications affecting the responsibilities, functions, operations and activities of NISRF. The incumbent is responsible to the Commander for providing advice on all matters and problems which have legal implications.

The Staff Officer (Legal) is responsible for supporting the Legal Advisor in all relevant legal matters associated with the responsibilities, functions, operations and other activities of NISRF. The incumbent provides essential legal expertise across a full range of legal issues affecting NISRF's mission, and ensures critical continuity to the Office of the Legal Advisor (OLA). The Staff Officer (Legal) is responsible for supporting the Legal Advisor in all relevant legal matters associated with the responsibilities, functions, operations and other activities of NISRF. The incumbent provides essential legal expertise across a full range of legal issues affecting NISRF's mission, and ensures critical continuity to the Office of the Legal Advisor (OLA).

#### 2. DUTIES

The incumbent's duties are:

Work hand-in-hand with the Legal Advisor. There should be no loss in quality of support or operational capacity with the Legal Advisor.

- Support the Legal Advisor in providing legal advice on all subjects and matters with potential legal implications that affect the responsibilities, functions, operations, administration, and activities of NISRF at the Main Operating Base (MOB), Forward Operating Bases/Forward Operating Location (FOBs/FOL) and Deployed Operating Bases (DOBs) including status of forces and Host Nation support matters;
- Assist the Legal Advisor in representing and/or defending NISRF in litigation (including the NATO Administrative Tribunal, national courts of justice, and arbitration panels);
- Assist or represent the Office of the Legal Advisor (OLA), as required, in legal negotiations with military or civilian authorities;

- Act as the Primary Legal Advisor in his/her absence;
- Support the drafting of agreements, arrangements, contracts, correspondence, Memoranda of Understanding/Agreement (MOU/MOAs), or other documents to be concluded by NISRF;
- Manage third party damage claims against NISRF and claims of NISRF against third parties, to include investigating related or relevant facts;
- Handle legal matters and provide advice within the areas of Host nation law – including, e.g. criminal law, privileges and immunities, tax and customs, health and safety legislation, local commercial contracting, administrative law -, EU legislation, International Law, NATO regulations, policies and procedures, standards of conduct, status of forces agreements, jurisdictional issues, NATO civilian employment regulations, etc;
- Act as the NISRF liaison to, and be the main point of contact for, relevant Host Nation authorities' legal offices;
- Liaise and network with legal offices of other NATO bodies as well as legal offices for national organizations of NATO Allies;
- Provide legal advice with regard to all legal issues involving subordinate or ancillary organizations that operate under the NISRF umbrella (such as Morale and Welfare activities (MWA));
- Participate in committees, boards, working groups, project teams, etc., as required;
- Provide the Legal Advisor with legal support in analyzing, investigating and examining relevant facts and legal questions and providing his/her professional legal view for addressing the issue(s);
- Handle a wide variety of subjects including new, unique, complex, controversial and precedent-setting issues either with, or independently from, the Legal Advisor;
- Exhibit the utmost professionalism and confidence while handling matters of extreme sensitivity to personnel, the HQ or to NATO.
- Assist the Legal Advisor in any other matter within his/her area of responsibility;
- Attend, as directed, additional training courses/programmes. This position will require periodic reattendance or requalification of certain trainings and incumbent should be prepared to attend refresher courses every few years;
- Be able and willing to engage in frequent travel and engagement with other NATO entities and legal offices. As the Legal Advisor billet rotates every 2-3 years, this position is expected to maintain continuity and professional working relationships with offices and personnel (particularly legal) throughout NATO in an effort to streamline operations and mitigate impact to mission as a result of a change in Legal Advisor. This billet will involve frequent travel with or without the Legal Advisor both inside and outside NATO territory.
- Perform administrative and secondary duties for the OLA as required

### 3. SPECIAL REQUIREMENTS AND ADDITIONAL DUTIES

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.

May be required to perform like duties elsewhere within the organisation as directed.

Temporarily performing, as directed, duties at other locations both within and outside NATO's boundaries;

Participating, as directed/required, in exercises and NATO operations and missions including taking part in frequent, short-term and/or long-term deployments (IAW Deployment Category 3 and the relevant provisions of the NATO Civilian Personnel Regulations) and/or duty travel (TDY) both within and outside NATO's boundaries. During these periods, member may temporarily also be required to perform duties outside the normal scope of his/her job description to support mission accomplishment.

Participating in deployment training and medical preparation programmes (including immunization) as determined by specific operational requirements.

In the case of operational or other valid reasons, and at the discretion of the responsible supervisor, be able and willing to carry out a similar range of duties in any organisational element of the headquarters, at the same grade and in a comparable functional speciality, without necessitating a change to the employment contract. This situation could continue for an unspecified period as long as the aforementioned operational or valid reasons dictate.

Attending, as directed, additional training courses/programmes

Required to undertake operation deployments and/or TDY assignments both within and without NATO's boundaries.

Performs maintenance related housekeeping.

The work is normally performed in a Operational Airbase with possible access to runways aircraft hard standing areas.

Normal Working Conditions apply. The risk of injury is categorised as No Risk.

### 4. QUALIFICATIONS

#### 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.

Knowledge of public international law, law of international organizations

At least 3 years' working experience with a solid background in key international treaties, such as the NATO SOFA and Paris Protocol, and other international law and agreements, which define the relationship between receiving States and international military headquarters

Must have English Standard Language Proficiency level SLP 3333 in (Professional Listening, Reading, Speaking and Writing) based on NATO standards.

#### DESIRABLE ASSETS

Postgraduate degree in law, such as LL.M or PhD

Strong knowledge of Italian law and EU law.

Knowledge of air law, international humanitarian law.

Previous NATO assignment.

Working experience in an international / military environment.

Previous experience of NATO ISR legal framework, programme and organization.

Previous experience in a legal office in the Host Nation.

Host Nation Language 4444

#### DESIRABLE COURSES

NCOPD-M5-32 - NATO Orientation Course

COSEC-M5-34 - NATO Legal Advisors Course

COSEC-N5-68 - NATO Operational Law Course

COSEC-N5-162 - NATO Maritime Operational Law Course

JPOD-N5-36 - NATO Staff Officer Defence Planning Course

JPOD-M4-93 - NATO Host Nation Support Course

INTEL-N2-02 - NATO Intelligence Course

HIED-N10-172 - NATO Strategic Communications Foundation Course

Additionally, any courses offered by the ICRC, San Remo, Tallinn, or NATO CoEs that address matters of International Law or Human Rights are considered exceptional professional development for attorneys.

### 5. POSITION AND CANDIDATE PROFILE

#### Personal attributes

The incumbent must be a mature articulate individual possessing the aptitude for critical analysis and creative problem solving. He/she must show tact, diplomacy, persuasiveness and organizational commitment. This individual must apply sound judgment, but maintain an open mind, when seeking a workable compromise between operational requirements and legal constraints. Must possess a solid drive for teamwork, good negotiation skills, and a strong awareness for cross-cultural differences. Individual must demonstrate excellent interpersonal skills and high level of confidentiality.

#### Professional contacts

Regular professional contacts with others inside and/or outside immediate organisation on functional matters. Solicits/ gives information and provides advice/guidance. May negotiate at own level and should use initiative. Could commit the organisational element to a course of action. May involve working contact with representatives of member or partner nations. Requires professional courtesy, understanding, and tact in dealing with others.

#### Contribution to the objectives

The work involves the analysis and research of a complete task with recommendations affecting the plans and management of the organizational element or for the organization itself. Frequently may influence decisions to obligate resources of the organization. Direct impact on the work and objectives of the organization. Some responsibility for resource management. May be able to commit expenditure up to a given ceiling without prior authorization.

### 6. CONTRACT

The successful candidate will receive a three-year definite duration contract which may be followed by an indefinite duration contract. NATO-serving staff members will be offered a contract in accordance with the NATO Civilian Personnel Regulations (NCPRs).

The basic entry-level monthly salary for a NATO Grade G15 in Italy is Euro 5,879.80 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.

### 7. HOW TO APPLY:

NISRF 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.

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

#### Employment pre-requisites:

Candidates are invited to submit their applications only if:

- 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 of the level required by the position, 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.

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## External Description

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### Description - External

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Previous experience in a legal office in the Host Nation.  
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