



INTERNATIONAL
OIL POLLUTION
COMPENSATION
FUNDS

FONDS INTERNATIONAUX
D'INDEMNISATION
POUR LES DOMMAGES
DUS À LA POLLUTION PAR
LES HYDROCARBURES

FONDOS INTERNACIONALES
DE INDEMNIZACIÓN
DE DAÑOS DEBIDOS
A CONTAMINACIÓN
POR HIDROCARBUROS

IOPC/2015/Per.Circ.1

To: Member States of the International Oil Pollution Compensation Fund, 1992 (1992 Fund)

Subject: **Vacancy N°2015-1**
Legal Counsel

The Director of the International Oil Pollution Compensation Fund, 1992 (1992 Fund) has the honour to enclose Vacancy Notice N°2015-1 for the post of **Legal Counsel, Office of the Director** which is to be filled as soon as possible.

Applications, accompanied by a completed 1992 Fund Personal History Form, should reach the IOPC Funds Secretariat as soon as possible and no later than 12 June 2015.

Candidates from 1992 Fund Member States only will be considered. A copy of the Personal History Form and the list of 1992 Fund Member States can be found on the Funds' website (www.iopcfund.org).

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INTERNATIONAL OIL POLLUTION COMPENSATION FUND, 1992**VACANCY NOTICE N° 2015-1**

POST	Legal Counsel, Office of the Director
DUTY STATION	London, United Kingdom
GRADE	D.1
STARTING SALARY	<p>Base salary for D.1, Step 1, US\$104 444 net per annum (dependency rate), and US\$96 540 net per annum (single rate) free of United Kingdom income tax. For additional information on emoluments and other entitlements, see the attached summary.</p> <p>Cost of living allowances: The Staff Regulations provide for the payment of a 'post adjustment' in addition to the base salary. This payment is made to preserve the equivalent standards of living at different duty stations within the United Nations system by the application of an allowance based on relative costs of living, standards of living, exchange rate and related factors at the duty station as compared to New York. The amount is determined by multiplying one percent of the net base salary by a multiplier reflecting the classification of the duty station concerned. The current multiplier for London for the month of April 2015 is 77.8 and the exchange rate is £0.676 to the US\$.</p> <p>The dependency rate (D.1, Step 1) therefore starts at US\$104 444 plus post adjustment of US\$81 257, ie a total of US\$185 701 per annum whereas the single rate starts at US\$96 540 plus post adjustment of US\$75 108, ie a total of US\$171 648 per annum. Both rates are free of United Kingdom income tax.</p>
NATURE OF APPOINTMENT	Fixed-term of three years with the possibility of prolongation.
ROLE	Under the general guidance and oversight of the Director, the Legal Counsel is to provide expertise and authoritative advice on all aspects of legal issues.
MAIN DUTIES AND RESPONSIBILITIES	<ol style="list-style-type: none"> 1. To carry out legal studies of a general nature and serve as adviser on all aspects of legal and policy implications related to governing bodies' decisions, monitor legal proceedings, and analyse legal documents to provide authoritative advice and expertise to other officers in the Secretariat as required. 2. To play a lead role in the elaboration and revision of the Fund's objectives and policies, with emphasis on medium and long-term strategies on legal and policy matters and ensuring value for money. 3. To oversee and coordinate the risk management framework within the Fund's Secretariat. 4. To research and monitor the implementation of the international compensation regime into national law in Member States and provide appropriate recommendations, and possible remedial action to prospective Member States.

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5. To consider and recommend potential measures to address issues relating to instances of incorrect implementation of the Conventions into national law by Member States, outlining amendments and encouraging their introduction in accordance with the Fund's policies and accepted processes, with emphasis on the Civil Liability and Fund Conventions, and their legal interpretation.
6. To give legal advice and support to members of the Secretariat for the preparation and entry in force of the 2010 HNS Convention, conducting research and legal studies, scrutinizing and commenting on all legal aspects and drafting letters, agreements and other texts/documents as required.
7. As assigned, to review and appraise claims arising from specific incidents, recommending final or partial settlements of claims in close collaboration with the Head of the Claims Department.
8. To represent the IOPC Funds at international meetings, IMO, conferences, workshops and other events with emphasis on establishing and furthering relationships with a broad range of official representatives and giving lectures and making presentations.
9. To serve as a member of the Management Team including, but not limited to, addressing joint and individual issues as they pertain to the short-term and long-term and day-to-day management of the Fund, guiding, coaching and motivating staff and ensuring an effective working environment as well as planning and distributing assignments and projects, as appropriate.

**QUALIFICATIONS
AND
EXPERIENCE**

- Advanced university degree in law complemented by a sound knowledge of international law, including international maritime law with over 10-15 years' experience in similar positions at the national and international levels with extensive experience of law-making processes at national and/or international levels; knowledge of various legal systems, public and/or private desirable.
- Knowledge of the international compensation regime would be an advantage.
- Ability to analyse complex legal issues and to be able to negotiate to safeguard the interests of the organisation.
- Computer literacy with a good knowledge of Microsoft Office Suite and databases.
- Excellent working knowledge of English; working knowledge of French or Spanish desirable.

Personal competencies and qualities

- Ability to identify, analyse, prioritize assignments and resolve issues independently.
- Willingness to learn from others, able to work in a multi-cultural environment, working transparently, building trust and confidence with colleagues.
- Ability to work under pressure, monitor and adjust to demands.
- Demonstrate professional competence and mastery of subject matter.
- Ability to research information from a variety of sources.

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APPLICATIONS

Applications should be sent under confidential cover together with a 1992 Fund Personal History Form to:

Human Resources Manager
Finance and Administration Department
International Oil Pollution Compensation Funds
Portland House, Bressenden Place
London SW1E 5PN
United Kingdom

Telephone: +44-20-7592-7100

Telefax: +44-20-7592-7111

E-mail: Vacancy15-01@iopcfund.org

Website: www.iopcfund.org

Please do not send your application via multiple routes. Applications received via e-mail are accepted and receipt will be confirmed.

CLOSING DATE

Applications quoting the vacancy notice number should reach the IOPC Funds as soon as possible but not later than 12 June 2015.

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ANNEX**SUMMARY OF CERTAIN CONDITIONS APPLICABLE TO THE PROFESSIONAL
CATEGORY STAFF OF THE IOPC FUNDS SECRETARIAT ^{<1>}****SALARY**

The net salary mentioned is net after staff assessment, free of income tax in the United Kingdom and subject to certain allowances and deductions as specified below.

Dependency Allowance

US\$ 2 929 per annum for each dependent child.

Where there is no dependent spouse, a single annual allowance of US\$1 025 for either a dependent parent, a dependent brother or a dependent sister.

Education Grant

For a staff member whose duty station is outside his or her home country, an education grant up to a maximum of £19 398^{<2>} annually per child is paid under certain conditions for children attending school or university in or outside the home country of the staff member.

Rental Subsidy

Under certain circumstances a rental subsidy may be granted to staff members newly arrived at the duty station when the rent represents a significant proportion of the total remuneration.

Repatriation Grant

A repatriation grant designed to assist a staff member to re-establish in his or her home country is paid on separation from service. The amount of the grant is proportional to the length of service and family status is also taken into account.

Provident Fund

In lieu of a pension fund, staff members will participate in a Provident Fund to which both the IOPC Fund 1992 and the staff members contribute. The staff member contributes 7.9% and the Organisation 15.8% of the pensionable remuneration. Staff members may also contribute an additional voluntary amount of up to 5% of their pensionable remuneration.

^{<1>} The terms and conditions of appointments to the 1992 Fund Secretariat are laid down in the Staff Regulations and Rules of the IOPC Fund 1992.

^{<2>} This amount is applicable to the United Kingdom. Details of amounts expressed in local currency applicable to other countries can be provided on request.

LEAVE**Annual Leave**

Thirty working days per year on full salary.

Home Leave

A staff member whose duty station is outside the home country is entitled, once in every two years, to visit with eligible dependants the place of his or her recognised home at the expense of the IOPC Fund 1992.

Sick Leave

Up to three months on full salary in any period of 12 consecutive months.

TRAVEL AND RELATED EXPENSES**Travel**

The IOPC Fund 1992 pays the cost of travel on appointment and, provided more than one year's service has been completed, on separation. Provided appointment is for one year or longer, travel costs are met for eligible dependants.

Assignment Grant

Provided the appointment is for one year or longer, the IOPC Fund 1992 pays an assignment grant, at present (April 2015) at the rate of £286.00 per day for the staff member and £143.00 per day for each eligible dependant, for a period of 30 days after arrival in London.

Removal

The IOPC Fund 1992 pays the cost of removal of a staff member's personal effects and household goods, provided the appointment is for a period of two years or longer.
