

You have reached the cached page for <https://www.hcch.net/es/news-archive/details/?varevent=963>

Below is a snapshot of the Web page as it appeared on **10/03/2024** (the last time our crawler visited it). This is the version of the page that was used for ranking your search results. The page may have changed since we last cached it. To see what might have changed (without the highlights), go to the current page.

Bing is not responsible for the content of this page.

DETAILS

Vacancy: PROJECT COORDINATOR (FULL-TIME)

feb
19
2024

The Permanent Bureau (PB) of the Hague Conference on Private International Law (HCCH) seeks a:

PROJECT COORDINATOR (FULL-TIME)

to coordinate trainings, workshops and other events in relation to the *HCCH 1993 Convention on Protection of Children and Co-operation in Respect of Intercountry Adoption* (1993 Adoption Convention).

The Project Coordinator will, among others:

1. assume responsibility for the day-to-day operations of the Intercountry Adoption Technical Adoption Programme (ICATAP);
2. develop documentation that succinctly and effectively explains the basic operation of the 1993 Adoption Convention and in particular the principle of subsidiarity;
3. carry out research on the status of child protection systems in States of origin which have permanently ceased intercountry adoptions, as well as on the barriers faced by current States of origin in the sound implementation of the principle of subsidiarity;
4. organise up to two (regional) workshops for States of origin aiming at the exchange of best practices in the implementation of the 1993 Adoption Convention and strengthen their cooperation;
5. based on interest shown by States that participate in the regional workshops, identify the States that may benefit from post-Convention assistance, liaise with those States and explore interest and possibilities for post-Convention assistance;
6. coordinate the planning of post-Convention assistance activities for selected States, and provide post-Convention assistance to those States, whether remotely from the PB or in person via missions, and if



- applicable with the assistance of external consultants;
7. participate, where appropriate, in visits to States of origin organised by the Central Authority (Ministry of Justice) of the Netherlands; and
 8. provide regular updates and preparatory work for the evaluation on the advancement of the project to the Central Authority of the Netherlands.

The Project Coordinator will be engaged by the PB on a temporary contract. He or she will work under the supervision of the Diplomat Lawyer of the HCCH responsible for the 1993 Adoption Convention portfolio, and work in direct contact with the Central Authority of the Netherlands, the relevant Central Authorities and their respective partners.

The following criteria are essential for candidates:

- advanced university degree in humanities, preferably Law
- excellent knowledge of the 1993 Adoption Convention and current issues concerning child protection and adoption, including proven experience (minimum of five years) in the field of child protection and adoption, as well as experience within a Central Authority in charge of adoption (preferably from a State of origin), a competent authority, an adoption accredited body, or a specialised organisation working on child protection
- sound knowledge and proven experience in the area of child rights and child protection systems
- experience in project management in a State of origin
- excellent ability to work as part of a team
- experience organising and providing training courses
- excellent command of both spoken and written English and working knowledge of either French or Spanish
- excellent oral communication and diplomacy skills
- experience in institutional advocacy
- very good ability to analyse and summarise, very good writing skills, and
- autonomy, organisational skills and spirit of initiative

This position may be remote and may require occasional travel.

Type of appointment and duration: one-year contract (with a three-month probationary period), possibility for renewal.

Grade (Co-ordinated Organisations scale for the Netherlands): A1/1, or equivalent, subject to relevant experience.

Deadline for applications: 13 March 2024 (5.00 p.m. CET).

Anticipated starting date: 1 May 2024 (with some flexibility).

Applications: Interested candidates should apply in writing using the application form, and include a letter of motivation, a Curriculum Vitae, a writing sample in English (preferably in an area relevant to the project), a completed application form (download [here](#)) and contact information for at least two references; the application should be sent by e-mail to the Head of Human Resources, at applications@hcch.nl.

Diversity & Inclusiveness: The HCCH strives to implement measures relating to diversity, equity, and inclusion in the recruitment of staff, including to actively seek appropriate representation across geographic regions, and from underrepresented Member States, as well as across genders.

Process: The short-listed candidates whose applications are retained will be invited to an interview with a Selection Committee.

Disclaimer: The PB reserves the right not to make any appointment to this vacancy, to make an appointment at a lower grade, or to make an appointment with a modified job description.

This temporary position is funded through the Voluntary Contributions provided by the Ministry of Justice of the Kingdom of the Netherlands.

Share This Story:   

HCCH recruitment