Secondment

Adviser on Human Rights and New Technologies
Office for Democratic Institutions and Human Rights (ODIHR), Warsaw

New Technologies and Human Rights" is a key priority of Switzerland's human rights diplomacy and is firmly anchored in the Swiss Guidelines on Human Rights. An assignment in this area would create strong synergies with other ongoing activities of the Human Rights Division. In addition, the protection of human rights and the anticipation of new technologies are priorities of Switzerland's OSCE Chairpersonship 2026, and their interlinkages will be examined and addressed in the framework of the Chairpersonship's activities.

Tasks and responsibilities:
Under the general guidance of the Head of Human Rights Department, the incumbent provides leadership, design, implementation and monitoring of programmatic activities on human rights and technology in the OSCE area. They provide expert advice for the department on programmes and activities involving the use of technology for human rights protection and promotion, and leads and supports the implementation of such activities The incumbent also leads the efforts to monitor and analyze the impact of technology on the implementation of OSCE Human Dimension commitments related to human rights and fundamental freedoms, providing advice and recommendations, and preparing reports and/or other background material on priorities and developments.

- Advising, developing, and implementing programmatic activities and projects on human rights and new technologies in co-operation with ODIHR colleagues, OSCE structures, government counterparts, and civil society.
- Designing, implementing, and evaluating capacity-building initiatives, training programmes, and field activities such as workshops, seminars, and dialogues.
- Liaising with OSCE colleagues, and implementing partners to collect, analyse, and exchange information supporting programme development and reporting.
- Preparing project proposals, budgets and donor reports, and maintaining accurate records in information management systems.
- Establishing and maintaining co-operation with government authorities, international organizations, and NGOs, and supervising experts and contractors engaged in programme delivery.
- Monitoring and analysing human rights developments across the OSCE region and advising management on priority areas, programmatic responses, and follow-up actions.
- Contributing to department-wide initiatives by providing expertise, feedback and support on cross-cutting activities; drafting materials and inter-departmental projects.
- Performing other related duties as assigned.

Key Deliverables
- Strategic Guidance Notes: At least two policy/strategy briefs per year identifying key Geneva-based opportunities and recommendations for PBSO engagement.
- Peacebuilding and IDP Report: A substantive contribution to the PBSO thematic review on durable solutions and peacebuilding, including drafting, research, and stakeholder consultations.
- Monthly Analytical Updates: Regular updates (monthly written briefs) to UNU-CPR and PBSO summarizing Geneva-based developments relevant to peacebuilding.
- Geneva Ecosystem Map: A mapping report of peacebuilding-relevant actors and initiatives in Geneva, including analysis of entry points for PBSO and DPPA engagement.
- Event Facilitation: Organize and facilitate at least three high-level Geneva-based roundtables, workshops, or public events annually to raise awareness and stimulate policy dialogue on peacebuilding.
- Training and Learning Products: Design and deliver at least one workshop or seminar annually on peacebuilding for Geneva-based stakeholders, in collaboration with relevant partners.
- Partnership Engagements: Prepare background notes and talking points for PBSO/UNU-CPR leadership for bilateral engagements with Geneva-based partners.
- End-of-Year Report: A comprehensive annual report summarizing achievements, challenges, lessons learned, and recommendations for future engagement.

Qualification and Experience
Experience:
- Second-level university degree in social sciences, law, international relations/political science, information technology, or a related field, with a specialisation in human rights preferred. A first-level university degree in combination with two years of additional qualifying experience may be accepted in lieu of an advanced university degree.
- A minimum of five years (seven years with a first-level university degree) of progressively responsible and relevant professional experience in the field of human rights, including experience at the international level in an advisory function.
- Knowledge of the UN, Council of Europe, and OSCE human rights and equality standards, as well as human rights monitoring and reporting methodology and practice.
- Experience of designing and implementing projects.
- Established knowledge of human rights and security-related issues, and of artificial intelligence and its impact on human rights, is essential.
- Experience working in or with the security sector is preferred. Knowledge of the impacts of new technologies on the security sector is also welcomed.
- Knowledge of gender-based analysis is an asset.
- Excellent oral and written communication skills in English. Other OSCE languages are an asset.
- Computer literate with practical experience in Microsoft applications.
- Demonstrated gender awareness and sensitivity, and an ability to integrate a gender perspective into tasks and activities.
- Ability to work in a team and to establish and maintain effective working relationships with people of different nationalities, religions and cultural backgrounds.

Requirements of the Swiss Expert Pool for Civilian Peacebuilding:
- Passive knowledge of two Swiss official languages is required.
- Physical and mental fitness to work in this context, (Assignments are subject to successfully meeting the medical standards).
- Possession of a valid automobile driving license.
- Swiss nationality (Dual citizenship with country of assignment not possible).

Duty station:	Warsaw
Summer/autumn 2026 (depending on the OSCE recruitment process)	Summer/autumn 2026 (depending on the OSCE recruitment process)
Duration of contract:	1 year, with the possibility of extension (up to 3 years)
Deadline for applications	18 February 2026
Interviews are scheduled to take place on:	24/26 February 2026
Family:	accompaniment by family is possible

The application deadline specified in the OSCE advertisement is the deadline for participating states. Applications received after 18 February will not be considered.

For more detailed information on the structure and work of the OSCE Office for Democratic Institutions and Human Rights, please see: http://www.osce.org/odihr

For further information, please contact:
- Mr Remy Friedmann, Program Manager (remy.friedmann@eda.admin.ch, +41 58 465 87 73) for questions related to the assignment or
- Ms Janine Misteli, Swiss Expert Pool (janine.misteli@eda.admin.ch, + 41 58 462 63 39) for questions on requirements and on the selection process.

How to Apply

Recommended Reading:
- OSCE Outreach Programme (4 interactive presentations): [Link]
- Recruitment Process for International Contracted and International Seconded at OSCE: [Link]
- Guideline for Candidates: [Link]

Preparation for Your Application

1. Read the job description carefully.
2. Familiarize yourself with the OSCE's competencies and incorporate them into your cover letter and CV (and later into the written tests or (pre-screen) interviews).
3. Address the following questions in your motivation letter or CV:
   o *Why the OSCE?*
   o *Why you?*
   o *Why now?*
   Highlight what sets you apart from other candidates.

Application
Please use the OSCE's online application system available at: https://vacancies.osce.org/.
Your motivation statement within the online application must be addressed to the OSCE and should reflect your assessment of the position as well as your potential contribution. Please note that the online application is the sole basis for the longlisting or shortlisting decision.

Application Process
1. Application submitted by the candidate
2. Pre-screening by the Participating State – Swiss Expert Pool for Civilian Peacebuilding (SEP)
3. Submission by the Participating State
4. Pre-screening by the OSCE Human Resources Department
5. Written test / interview conducted by ODIHR
6. OSCE issues a secondment letter to the Participating State
7. SEP confirms the candidate's availability
8. FDFA Human Resources Department continues and finalizes the recruitment process and informs the candidate about the employment conditions
9. After the candidate accepts the employment conditions, deployment preparations begin

Assignment:
The assignments take place within the framework of the Swiss Expert Pool for Civilian Peacebuilding. The seconded expert receives a contract from the Federal Department of Foreign Affairs for the duration of their deployment PVFMH (D) / OPers-PDHH (F) / OPers-PRA (I).[1]

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[1] **Swiss Expert Pool for Civilian Peacebuilding**
The deployment of civilian experts within the scope of Switzerland's policy on peace, human rights, and humanitarian issues is a long-standing tradition. Depending on specific needs, civilian experts are made available for temporary civilian peace projects as election monitors, police advisers or specialists in fields such as constitutional law and practice, mediation, the rule of law, human rights and humanitarian law (www.eda.admin.ch/expertenpool).