



Myanmar Red Cross Society

HR-HQ VA No. 028.1 – Legal Advisor



Myanmar Red Cross Society (MRCS) is volunteer based humanitarian organization throughout the whole country acting with and for the most vulnerable at all times.

Legal Advisor

No. of Post	: 1 Post
Report to	: Deputy Secretary General
Department	: Secretary General Office
Duty Station	: NayPyiTaw/Yangon
Grade	: G
Benefits	: Salary + Insurance + Transportation Allowance + Health Benefit Allowance + Supplementary Allowance + Training + Travelling Allowances + Casual Leave + Quarantine Leave + Earned Leave + Medical Certificate Leave + Maternity Leave + Home Leave + Substituted Leave+ Paternity Leave + Compassionate Leave + Blood Donation Leave

Application Period : 27-April-2024 to 11-May- 2024, 16:30

Background of the Department

MRCS formed “**Secretary General Office**” in 2021, April. SG office is responsible for leading and supervising the following objectives in accordance with the policies, guidelines, regulations, and procedures mandated by the MRCS Law:

1. To organize unified plan of MRCS in accordance with MRCS Strategic Plan.
2. To supervise all Red Cross activities in line with MRCS procedures.
3. To provide guidance on the cooperation of departments/units in harmony with each other.

To submit reports to MRCS Executive Council Members (ECs) in a timely manner.

The **Legal Advisor** is accountable for providing legal advice to develop MRCS Law, by law drafting processes and day to day legal responsibilities that includes all the aspects of the analysis, investigation process. The **Legal Advisor** is responsible for providing support in discrete legal issues by advising the Governance of the National Society, drafting undertakings and structuring remedies for the relevant issues.

"Person with disability are encouraged to apply this post as they will be given equal opportunity"

"Our recruitment and selection procedures reflect our commitment to the safety and protection of children, and prevention of violence among communities' members in our programs"

Humanity, Impartiality, Neutrality, Independence, Voluntary Service, Unity and Universality

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Purpose of the Position

The **Legal Advisor** will directly report to Deputy Secretary General related to all aspects of the Legal issue of National Society. This professional may also be engaged in helping to analyse and collect evidence and schedule staff hearings. To better understand the role of this professional, let us view some of the responsibilities that need to be handled by him/her:

Duties and Responsibilities

Principal function:

1. Support the **National Society's (NS)** activities for the promotion, dissemination and national implementation of international humanitarian law and to advise on the NS's dialogue and/or cooperation with concerned public authorities in this field.
2. Organise and manage the NS's activities and programs intended to ensure the proper display, respect and protection of the emblem.
3. Advise the NS's leadership on all matters related to the application of the Movement's statutory and regulatory framework.
4. Assist the NS in strengthening its statutory/constitutional base instruments and its legal base in domestic law, in accordance with agreed standards within the Movement.
5. Support the NS in its preparations to participate actively and in an informed manner in the Movement's Statutory Meetings.

Main responsibilities:

6. Support, consultation with the ICRC, the NS's activities in all matters related to the dissemination, promotion and national implementation of international humanitarian law (IHL).
7. Support the NS's informed participation in national and international for relevant to IHL, MRCS Law, by law and its development and related application.
8. Provide advice on the interpretation and practical application of IHL as well as of other public international law norms relevant to the protection of human dignity in times of armed conflict and during situations of violence.
9. Represent the NS and/or support the NS's participation and contribution to the work of a national International Humanitarian Law Commission where applicable.
10. Contribute to the dissemination activities of the NS in the fields of IHL and the Fundamental Principles of the Red Cross and Red Crescent.

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11. Provide legal advice as required on issues affecting the NS's operation, including commercial agreements, employment law issues and litigious matters.

Movement legal issues

12. Provide advice on issues relevant to the Statutes of the International RCRC Movement, the Fundamental Principles and/or the regulatory framework adopted within the Movement.
13. Provide support to the drafting of official statements on issues related to the Movement's humanitarian diplomacy initiatives.

Statutory and other Meetings of the Movement

14. Support the Governance and Management of the NS in preparing for, and contributing to, the Movement and the International Federation's Statutory Meetings, as well as other Movement for relevant to IHL and to the mandate and roles of the NS.
15. Represent at the annual meeting of NS Legal Advisors in relevant Movement events.

Legal and Statutory base

16. Assist the NS's leadership in further strengthening the Statutory/Constitutional base instruments, as well as support the dialogue with public authorities in order to strengthen the latter's legal status under other domestic law.
17. Maintain close contacts with Government Departments on matters pertaining to the legal base and roles of the NS, in close coordination with the ICRC and/or IFRC.
18. Provide support and guidance to the NS's leadership in the Society's dialogue with public authorities intended to strengthen and formalise the NS's auxiliary role in the humanitarian field in compliance with the Fundamental Principles and the requirements of a balanced relationship.
19. Assist the NS in its roles to monitor, control and prevent the misuse of the emblems and of their designations in support of public authorities; and support the adoption of a comprehensive legislative and regulatory framework for the emblem, including repression of misuse.
20. In conjunction with the Communication Department, support the NS's activities to disseminate knowledge about the emblem to concerned audiences, within the community and within the NS's membership, staff, youth and volunteers.

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21. Act as the focal point within the NS for all issues and requests relating to the display of the NS's logo and name, including within the NS's activities, its commercial partnerships and commercial engagements, and related branding issues.

General

22. Manage the legal files, both commercial and litigious, affecting the NS.
23. Collaborate and assist as responsibilities according to particular roles in the organization development and in the regular events.
24. Perform any other duties assigned by leadership and senior management team from time to time, if required.

Skills, Competencies and Requirements

- **Must be a University Graduate in Laws and an Attorney-at-Law qualification**
- Professional degree with international law and Master Degree in social sciences are preferred
- Must have at least 7 years in relevant working experiences
- Previous working experiences with public authorities
- Broad legal experience with a capacity to provide support in the drafting of agreements, legal documents and litigation
- Knowledge and experience of International Humanitarian Law highly desirable, and knowledge of the RCRC and of the latter's organisation, legal and regulatory framework and modes of operation
- Confirmed skills in representing an institution, public speaking and presentation skills, legal drafting, analysis and synthesis, negotiation and networking
- Excellent skills in problem solving, negotiation, interpersonal, drafting, organizing, analytical, reporting, presentation, team working and communication skill, with excellent attention to detail and ability to meet deadlines
- Excellent command of English and Myanmar especially in translating, including written, spoken and typing
- Able to deal appropriately with the confidential information and demonstrated capacity to work independently
- Ability to take good decisions based on judgment is absolutely essential and excellent team player with the ability to prioritize work
- Must be Good mental and physical health and ability to travel anywhere at short notice

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- Ability to follow Red Cross (7) fundamental principles, MRCS policy, strategies and guidelines
- Understanding of commitment to and willingness to actively promote the Red Cross and Red Crescent Fundamental Principles
- Experience of working for the Red Cross/Red Crescent is preferred

****Note: Applicants will be considered to be shortlisted that need to send application letter, CV, passport-size photo, education qualifications and references (PDF Version) to:**

Head Office:

Myanmar Red Cross Society

Razathingaha Road, Dekhinathiri,
Nay Pyi Taw.

Email: mrcshrrecruitment@redcross.org.mm (or)

Branch Office:

Myanmar Red Cross Society

No. 42, Red Cross Buildinesdg, Strand Road,
Botahtaung Township, Yangon. (or)

For more information and application, please visit to the www.redcross.org.mm

Only short-listed candidates will be contacted for a personal interview.

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