

Position: Intern within the Specialist Prosecutor's Office	Employment Regime: Internship	
Ref. number: I-2024-0001.2	Location: The Hague, the Netherlands	Availability as of: January 2025
Component/Department/Unit: Specialist Prosecutor's Office	Security Clearance Level: No Personnel Security Clearance is needed – Police record required	Open to Contributing Third States: Yes

Reporting Line:

The Intern reports to the Internship Supervisor as assigned by the Specialist Prosecutor.

Main Tasks and Responsibilities:

- To conduct in-depth legal research and analysis of legal issues deriving from the daily work of the Specialist Prosecutor's Office (SPO). Research into domestic law issues, international criminal law, international humanitarian law, public international law, human rights or the institutional law of international organizations, as required by the relevant unit;
- To assist in conducting document and evidence searches, review and analysis, including the analysis of testimonies, statements and documents, and to produce summaries when required;
- To assist in the preparation of legal memoranda and other documents, as requested by the Supervisor and his/her delegate;
- To assist by preparing briefings, taking minutes and preparing memos;
- To assist in court proceedings as necessary;
- To assist with document management, including disclosure;
- To perform any other related tasks as requested by the supervisor and his/her delegate.

Essential Qualifications and Experience:

- An undergraduate or postgraduate, who is currently enrolled at University or has recently graduated from University, or a professional who has graduated from University and will use the experience of the internship for further studies or research/writing in an area related to the work of the Kosovo Specialist Chambers and Specialist Prosecutor's Office;
- The field of studies should be Law. A demonstrable professional experience in the field of law may also be considered as satisfying this requirement;
- Excellent communication skills, coupled with a high-level proficiency in oral and written English;
- Excellent drafting skills and ability to structure written materials effectively;
- Self-motivated and committed to continuous learning;
- Well-organised and able to multi-task;
- Proficient in Microsoft Office applications and willing to learn other software programmes utilised by the Specialist Prosecutor's Office;
- Ability to maintain confidentiality;
- Ability to adapt to multicultural and multilingual working environments with respect to diversity.

Desirable Qualifications and Experience:

- Previous experience in an international environment;
- Practical experience working within a national judicial system;
- Knowledge of other official language of the Kosovo Specialist Chambers and Special Prosecutor's Office (Serbian and/or Albanian) will be considered a strong asset;

- Knowledge of international criminal law, international humanitarian law, or international human rights law;
- Knowledge of the functioning of the EU;
- Understanding of the historical, political, legal, cultural and security situation of the Balkans, in particular Kosovo.