

The Graduate Institute of International and Development Studies is recruiting

# TEACHING ASSISTANT

## FOR THE GENEVA ACADEMY OF INTERNATIONAL HUMANITARIAN LAW AND HUMAN RIGHTS

Established in 2007 by the [Faculty of Law of the University of Geneva](#) and the [Graduate Institute of International and Development Studies](#), the Geneva Academy employs each year several Teaching Assistants (TAs) spread across its three Masters programs:

- The LLM in International Humanitarian Law and Human Rights ([LLM](#))
- The Master of Advanced Studies in Transitional Justice, Human Rights and the Rule of Law ([MTJ](#))
- The Executive Master in International Law in Armed Conflict ([ExMas](#))

We are currently looking to appoint **one Teaching Assistant** for the Master of Advanced Studies in Transitional Justice, Human Rights and the Rule of Law to complete our dynamic team.

### STARTING DATE

19 February 2024 or soon thereafter.

### CONTRACT PERIOD

Maximum initial duration of contract: **31 August 2024**. The contract is renewable.

### ACTIVITY RATE

**50% OF WORK ACTIVITY.**

The remaining 50% is to be devoted to the PhD thesis.  
Depending on needs and availability, it is possible to increase the work percentage up to 80% upon approval of the thesis supervisor.

### DEADLINE FOR RECEIPT OF APPLICATIONS

**19 JANUARY 2024 (MIDNIGHT)**

Interviews will take place the week of 29 January 2024. Only short-listed candidates will be contacted.

### MAIN TASKS

Under the supervision of the Head of Education, you will be responsible for:

- Preparing teaching materials and making them available to students during the course
- Participating in the course, extra-curricular activities or any activities assigned to the Teaching Assistant as part of the MTJ
- Ensuring familiarity with all relevant course materials
- Conducting tutorials for students
- Participating in student reception
- Contributing to exam assessment (marking evaluations/assignments)

## **PROFILE**

- An excellent command of transitional justice and at least one of the following:
  - International Law
  - International Human Rights Law
  - International Criminal Law
  - International Refugee Law
- Graduated in international law, preferably from the Geneva Academy.
- Registered as a PhD candidate at the University of Geneva or at the Graduate Institute, preferably writing a PhD thesis in one of the aforementioned areas.
- Excellent command of oral and written English.
- Intermediate level (at least) in both oral and written French.
- Keen interest for developing pedagogical skills.
- Ability to advise students, particularly in terms of academic writing.
- Excellent organizational skills and a proactive outlook.
- Understanding of Moodle and / or similar e-learning platforms.
- Good time-management skills.
- Analytical mind and the ability to synthesize information.
- Ability to multitask and to work flexibly.
- Strong sense of team spirit.

## **WE OFFER**

- An attractive position combining autonomy and responsibility in an international academic work environment.
- An opportunity for professional fulfillment in a dynamic setting.

For more information, candidates are encouraged to consult the Geneva Academy's website: <https://www.geneva-academy.ch/>.

## **HOW TO APPLY**

Interested candidates must submit their complete application including:

- 1) motivation letter,
- 2) CV including the contact details of two referees
- 3) evidence of acceptance as PhD student
- 4) latest transcripts

to the Head of Education at: [clotilde.pegorier@geneva-academy.ch](mailto:clotilde.pegorier@geneva-academy.ch).