

JOB VACANCY

Position Title:	Witness Protection Expert
Job Opening Reference:	277800
Job Network: –	
Job Family:	Human Rights
Category and Level:	Consultants, CON
Duty Station:	Liberia
Department/Office:	Office of the High Commissioner for Human Rights
Date Posted:	May 29, 2026
Application Deadline:	June 11, 2026

POSITION SUMMARY

To support strengthening the capacity of national actors on victims and witness protection and will support the WPA in developing its first multi-year strategic plan (2026-2030).

DUTIES AND RESPONSIBILITIES

Under the supervision of the WPA Director and OHCHR Representative, and with the direct support of the designated technical focal points of the WPA and OHCHR, the consultant will specifically be responsible for producing the following outputs:

1. Context and Institutional Familiarisation

- a. An inception report documenting the key findings from initial consultations with WPA leadership, including an assessment of the operating environment, institutional priorities, and current constraints, submitted within the first week of the consultancy.
- b. A proposed work plan setting out the consultant's approach, methodology, and timeline for all subsequent activities, submitted for approval by the WPA and OHCHR at the outset of the mission, submitted within the first week of the consultancy.

2. Legal and Regulatory Framework Review

- a. A comprehensive desk review report documenting all relevant laws, including proposed legal amendments, SOPs, policy instruments, inter-agency procedures, and operational guidelines governing witness, victim, and whistleblower protection in Liberia.
- b. A structured gap analysis identifying weaknesses and inconsistencies in the existing framework.

- c. Prioritised and actionable recommendations for strengthening legal instruments, policies, and procedures, drawing on relevant international standards and comparative practice.
- d. Participation in an in-person or remote briefing to the Legislature on the actionable recommendations for strengthening legal instruments, policies, and procedures, drawing on relevant international standards and comparative practice.

3. Baseline Threat and Risk Assessment

- a. A threat and risk assessment report identifying the principal risks faced by victims, witnesses, and whistleblowers engaging with the WPA and Liberia's justice, security and integrity institutions.
- b. A practical mitigation measures framework setting out concrete steps to address each identified vulnerability.
- c. A classified version of the report for restricted circulation and an unclassified summary suitable for broader stakeholder engagement.
- d. A methodology enabling the WPA to update and maintain the assessment on an ongoing basis.

4. Inter-Agency Coordination and Referral Mapping

- a. A mapping report documenting all existing coordination mechanisms, information-sharing practices, pre-trial referral pathways, trial and post-trial protection and support measures, and relocation and reintegration arrangements across national institutions and security sector agencies.
- b. A gap and deficiency analysis identifying where coordination and referral arrangements are absent, weak, or not functioning as intended.
- c. Actionable recommendations for strengthening inter-agency coordination, formalising referral pathways, and improving post-trial support arrangements.

5. Operational Readiness and Needs Assessment

- a. A comprehensive Operational Readiness and Needs Assessment report documenting the WPA's current capacity against existing and future caseload demands.
- b. A competency and resource gap analysis covering staffing levels, specialist expertise, training needs, discreet operations, surveillance detection, records and confidential financial management, emergency response procedures, inter-agency coordination and relocation agreements, and non-staff resources and facilities.
- c. Prioritised recommendations for addressing identified gaps, linked directly to the operational training plan and strategic planning process.

6. Facilities Assessment

- a. A formal site assessment report covering all relevant facilities, including WPA premises and courtrooms designated for use by the OWECC-L, WECC, and NACC, as well as detention facilities.
- b. A suitability determination for each facility assessed, with specific and practical recommendations on modifications required to support the safe participation of victims and witnesses in proceedings and the effective delivery of witness protection and support operations.

7. Capacity Building and Awareness Raising

- a. A training needs analysis informing the design of all sessions.
- b. Full training materials including session plans, facilitator guides, and participant resources for all delivered one-day training sessions.
- c. A post-training report documenting attendance, key outcomes, participant feedback, and recommendations for follow-on capacity building.

8. Operational Training Plan

- a. A detailed operational training plan developed in close cooperation with the WPA and OHCHR, setting out training priorities, content areas, target personnel, delivery sequencing, timelines, and resource requirements.
- b. A compliance benchmarking framework mapping the training plan against recognised international standards for witness protection operations.
- c. An implementation guide enabling the WPA and OHCHR to begin delivery immediately upon approval of the plan.

9. Report Writing

- a. A comprehensive final report consolidating all findings, assessments, and recommendations from across the full scope of the consultancy, including the Legal and Regulatory Framework Review, Threat and Risk Assessment, Inter-Agency Coordination and Referral Mapping, Operational Readiness and Needs Assessment, Facilities Assessment, and Operational Training Plan.
- b. An executive summary suitable for senior leadership and external partners.
- c. Any additional analysis or recommendations the consultant considers necessary for the effective implementation of appropriate protection and support arrangements for victims and witnesses within the applicable legal and regulatory framework.

QUALIFICATION/COMPETENCE

- A minimum of seven years of progressively responsible experience on witness protection in a law enforcement agency and/or criminal justice institution and conducting risk and threat assessments, designing and implementing witness protection measures is required
- Demonstrated ability to develop multi-year institutional strategic plans, including implementation plans with monitoring and evaluation frameworks, for justice or security sector institutions is required
- Experience establishing and managing an international victim and witness protection programme and/or a national witness protection programme, is desirable.
- Experience developing protocols and standard operating procedures on witness protection and incorporating mental health and psychosocial support (MHPSS) dimensions into capacity-building programmes for law enforcement, justice sector, or human rights institutions is desirable. Experience working in conflict or post conflict settings and Africa is desirable

Fluency in spoken and written English is required

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