

EUROPEAN EXTERNAL ACTION SERVICE



Annex 1

European Union Police Mission for the Palestinian Territories (EUPOL COPPS) 1-2019 Call for Contributions			
Organisation:	EUPOL COPPS		
Availability:	As indicated below		
Job Location:	Ramallah, Palestine		
Employment Regime:	As indicated below		
Job Titles/ Vacancy Notice:	Ref.:	Name of the Post:	Availability:
	<u>Seconded (12)</u>		
	HM 04	Mission Security Analyst	ASAP
	HM 13	Human Rights Expert	26 May 2019
	PA 09	Senior Police Adviser Community Policing- CRC Position	09 Jun 2019
	PA 17	Police Adviser Criminal Investigation Department	01 May 2019
	PA 22	Senior Police Adviser Training	22 Jun 2019
	PA 25	Senior Police Adviser Accountability	09 Jun 2019
	PA 26	Police Adviser Accountability	ASAP
	PA 28	Penitentiary Adviser	ASAP
	PA 29	Senior Police Adviser District Coordinator	03 Jul 2019
	RL 04	Prosecution Expert	01 Aug 2019
	RL 08	Defense Council Expert	ASAP
	RL 12	Ministerial Legal and Administration Expert	13 Aug 2019
	<u>Seconded/Contracted (3)</u>		
	HM 03	Senior Mission Security Officer*	01 May 2019
	HM 11	Financial Verification Officer*	ASAP
PA 21	Communication and Information Systems Adviser	ASAP	
Deadline for Applications:	01 April 2019 at 17:00 hours (Brussels time)		

Applications must be submitted via:	<ol style="list-style-type: none"> 1. For seconded candidates from EU Member States: <u>https://goalkeeper.eeas.europa.eu/registrar/</u> 2. For contracted candidates from EU Member States: <u>https://goalkeeper.eeas.europa.eu/registrar/DPA/357/details.do</u> 3. For seconded and contracted candidates from invited third States¹ (application
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	form available on the EEAS website): cpcc.eupolcopps@eeas.europa.eu
Information:	For more information relating to selection and recruitment, please contact the Civilian Planning and Conduct Capability (CPCC): Ms Rosangela DE JESUS DAS NEVES cpcc.eupolcopps@eeas.europa.eu

* Pending confirmation of post availability.

The EU strives for improved gender balance in CSDP operations in compliance with UNSCR 1325 on Women, Peace and Security (WPS). The Civilian Planning and Conduct Capability (CPCC) encourages Contributing States and European Institutions to take this into account when offering contributions at all levels.

To ensure duty of care in a non-benign environment, selected seconded/contracted candidates shall be able to serve the full period of secondment/contract before reaching the normal age of retirement in Contributing (Third) States/country of residence.

Seconded Personnel – For seconded positions, only personnel nominations received through official channels from EU Member States/contributing third States¹ (Contributing States) will be considered. Contributing States will bear all personnel-related costs for seconded personnel, e.g. salaries, medical coverage, travel expenses to and from the Mission area (including home leave) and allowances other than those paid according to the Council documents 7291/09 (10 March 2009) and 9084/13 (30 April 2013). Personnel seconded from contributing third States are not entitled to receive allowances paid according to the Council documents 7291/09 (10 March 2009) and 9084/13 (30 April 2013).

Contracted Personnel – The Mission may recruit international staff on a contractual basis as required, through an employment contract. The employment contract with the Mission establishes the conditions of employment, rights and obligations, remuneration, allowances, travel and removal expenses and the applicable high risk insurance policy. Preference will be given to seconded candidates.

Documents supporting educational qualifications and work experience should be accompanied by certified translations of the original documents in the English language, if issued in another language, in accordance with the European Commission Guidelines for Lifelong Learning, which ensures transparency in higher education and fair and informed judgements about qualifications.

Tour of Duty/Contract Period – Subject to the adoption of the Council Decision extending the Mission mandate and approving the appropriate Budgetary Impact Statement, the duration of the deployment should be of 12 months.

The Civilian Operations Commander requests that contributing States propose candidates for the following international expert positions for EUPOL COPPS, according to the requirements and profiles described below:

¹ Contributing third States with a signed Framework Participation Agreement.

I. GENERAL CONDITIONS

Citizenship – Citizenship of an EU Member State or of a contributing third State¹ (Canada, Norway and Turkey).

Integrity – The candidates must maintain the highest standards of personal integrity, impartiality and self-discipline within the Mission. Candidates are not allowed to provide or discuss any information or document as a result of access to classified and/or sensitive information relating to the Mission or respective tasks and activities. The candidates shall carry out their duties and act in the interest of the Mission.

Flexibility and Adaptability – The candidates must be able to work in arduous conditions with a limited network of support and with unpredictable working hours and a considerable workload. They must have the ability to work professionally as a member of a team, in task forces and working groups with mixed composition (e.g. civilian and military staff) and be able to cope with extended separation from family and usual environment.

Availability – The candidates must be able to undertake any other administrative tasks related with the competencies, responsibilities and functions of the respective position within the Mission, as required by the Head of Mission.

Physical and Mental Health – The candidates must be physically fit and in good health without any physical or mental problems or substance dependency which may impair operational performance in the Mission. To ensure duty of care in a non-benign environment, selected candidates should, in principle, be under the normal age of retirement in contributing States.

Serious deficiencies in any of these general conditions may result in repatriation/termination of the secondment/contract.

II. REQUIREMENTS

II.A Essential Requirements

The following are essential requirements in respect of civilian international experts to the Missions for all Job Descriptions:

1. Education and Training

The candidates should have a recognised academic qualification under the European Qualifications Framework (EQF)², or equivalent, at a level specified in the individual job descriptions.

2. Knowledge

The candidates should have knowledge of the EU Institutions and Mission Mandate, particularly related to the Common Foreign and Security Policy (CFSP), including the Common Security and Defence Policy (CSDP).

3. Skills and abilities

Language Skills³ – Spoken and written proficiency in the working language of the Mission. Certain positions may require higher language skills further specified in the individual job descriptions. In order to provide for

² <https://ec.europa.eu/ploteus/content/descriptors-page>

³ [Common European Framework of References for Languages](#)

national representation in all Missions, certain (ordinarily internal) positions in Missions may accept proficiency in a language other than the majority language of the Mission.

Communication and Interpersonal Skills – The candidates must have excellent interpersonal and communication skills, both written and oral.

Organisational skills - The candidates must have excellent organisational skills, with the ability to prioritise work to meet deadlines, and a concern for order and accuracy.

Computer Skills – Skills in word processing, spreadsheet and e-mail systems are essential.

Driving Skills – The candidates must be in possession of a valid – including Mission area – civilian driving licence for motor vehicles (Category B or equivalent). They also must be able to drive any 4-wheel-drive vehicle.

Serious deficiencies in any of these essential requirements may result in repatriation/termination of the secondment/contract.

II.B Desirable Requirements

Knowledge of the Mission area – The candidates should have a good knowledge of the history, culture, social and political situation of the region and also knowledge of the police, judiciary and governmental structures (distinct advantage).

Knowledge and Experience of SSR - The candidates must be acquainted with Security Sector Reform concepts and practices, especially in the Mission area.

Training and Experience – The candidates should have attended a Civilian Crisis Management Course or equivalent, besides HEAT or equivalent.

Language – Some proficiency in local language(s), depending on the job tasks and responsibilities.

Driving Licence - Category C or equivalent Driving License – A distinct advantage and highly desirable, given it is a requirement for driving armoured vehicles in the Mission area.

III. ESSENTIAL DOCUMENTS AND EQUIPMENT FOR SELECTED CANDIDATES

Passport – The support of the contributing States is strongly recommended in the issuance of a Diplomatic Passport for Mission Members. This is to facilitate and afford appropriate operational freedom of movement within the Mission area (including both Israel and occupied Palestinian Territories).

Visas – The Mission shall facilitate the obtaining of visas for selected personnel with EU citizenship once the Mission Members have been deployed in the country. Therefore a visa prior to the deployment is not required.

Education diploma(s)/certificate(s) or/and professional certificate(s) – The selected international contracted candidates must have and present to the Mission the university diploma or the professional certificate/diploma, depending on the job description, before signing the contract or the taking up duties.

Required Personnel Security Clearance (PSC) – The selected candidates will have to be in possession of the necessary level of Personnel Security Clearance (PSC) as specified in the respective job descriptions. For seconded experts, the original certificate of the national security clearance or a proof of the initiation of the process must accompany them upon deployment. For contracted experts, the process will be initiated by the

Mission upon deployment. For both seconded and contracted experts, access to EUCI will be limited to RESTRICTED until the issuance of their national security clearance.

Certificate/Booklet of Vaccination – The selected candidates must be in possession of a valid certificate/booklet of vaccination showing all vaccinations and immunisations received. They also must be vaccinated according to the required immunisations for the Mission area.

Medical Certificate – The selected candidates should undergo an extensive medical examination and be certified medically fit for Mission duty by a competent authority from the Contributing States. A copy of this certification must accompany deployed seconded/contracted personnel.

Personal Protection Equipment – It is recommended that national authorities provide seconded selected candidates with protection equipment.

Deficiencies in any of the documents asked for a specific position may result in failure of the selection process.

IV. ADDITIONAL INFORMATION

Selection Process – The candidates considered to be most suitable will be shortlisted and, if needed, interviewed in Brussels, at the Headquarters of the Mission or by phone, before the final selection is made. If seconded candidates are required to travel to Brussels/Mission Headquarters for interviews, the Contributing States will bear any related costs.

N.B.: The selection of candidates who are working for other civilian CSDP Missions at the time of their application will be subject to an impact assessment taking into account the operational needs of the CSDP Missions concerned.

Information on the Outcome – The Contributing States and contracted candidates (applying for seconded/contracted positions) will be informed about the outcome of the selection process after its completion.

Data Protection – The EEAS, and its Directorate CPCC processes personal data pursuant to Regulation (EC) 2018/1725 on the protection of individuals with regard to the processing of personal data by the EU institutions and bodies and on the free movement of such data, as implemented in the EEAS by the Decision of the High Representative of the Union for Foreign Affairs and Security Policy of 8 December 2011. The Privacy statement is available on the EEAS website. [Privacy Statement](#).

Job Descriptions – The current reporting lines of the following job descriptions might be subject to modification based on operational requirements and in line with the principles set out in the Operation Plan (OPLAN).

Position Name: Mission Security Analyst	Employment Regime: Seconded	
Ref. number: HM 04	Location: Ramallah	Availability: ASAP
Component/Department/Unit: Security and Safety Department	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Mission Security Analyst Officer (MSAO) reports to the Senior Mission Security Officer (SMSO).

2. Main Tasks and Responsibilities:

In line with the EU's Policy of EU staff deployed outside the EU in an operational capacity under Title V of the Treaty on European Union:

- To assist the SMSO in the development, implementation and updating of the Mission Security Plan (MSP) and all supporting security and safety instructions and procedures;
- To assess the security environment and to analyse all relevant information;
- To produce incident based and travel security advisories;
- To prepare daily, weekly, monthly security working papers, and other reports as required;
- To produce long-term assessments and forecasts of the security situation;
- To assist the SMSO in maintaining continuity of security information analysis efforts;
- To gather comprehensive information about events or actions that may affect the safety and security of Mission members and assets within the Mission area and to generate reports and, if appropriate, recommendations on same;
- To conduct risk analysis and threat assessments on security developments and, when relevant, integrate a gender perspective in the area of operations as well as persons and assets;
- To provide briefings to new staff members on the Mission's wide security situation and to ensure that all members are properly prepared for emergencies;
- To ensure the quick dissemination of security related information;
- To assist and support the Information Security Officer in the management of EU Classified Information and security clearances and to act on his/her behalf in his/her absence;
- To conduct security surveys of Mission member's personal protective security requirements, transport security, residential and office security;
- To liaise and co-operate closely with national law enforcement agencies, International Organisations, NGOs, other EU bodies and diplomatic representatives, in the field of security;
- To provide assistance and appropriate response to Mission members and ensure that all necessary actions are taken, particularly in emergency cases;
- To undertake any other related tasks as requested by the Line Manager(s).

3. Mission Specific Tasks and Responsibilities:

- To conduct the roles and responsibilities of a Mission Security Officer as appropriate;
- To generate and elaborate precise and accurate reports on information received that impact upon the mission, and provides appropriate analyses and assessment of all pertinent information;

- To provide briefings to new staff members on the Mission's wide security situation and ensures that all members are properly prepared for emergencies.

4. Essential Qualifications and Experience:

- Successful completion of University studies of at least 3 years attested by a diploma OR a qualification at the level in the National Qualifications Framework equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree OR equivalent and attested police or/and military education or training or an award of an equivalent rank; AND
- A minimum of 5 years of relevant professional experience in the civilian, military or police sectors in the protection of personnel, facilities and assets, after having fulfilled the education requirements;
- Experience in collecting, assessing, analysing and reporting data related to security and experience in planning and implementing projects;

5. Essential Knowledge, Skills and Abilities:

- Ability to contribute to the development of security policies and procedures;
- Writing and reporting skills;
- Presentations skills (preparing and delivering)
- Ability to work in a demanding, deadline-driven environment and to establish and maintain effective working relationships with people of different national and cultural backgrounds;
- Organisational, planning, and time-management skills;
- Highly resilient under mental pressure and willingness to work extra hours when required;
- Knowledge of the Mission area and potential security threats;

6. Desirable Qualifications and Experience:

- Firearms trained;
- Civilian driving license class C;
- Successful completion of EU Mission Security Officer Certification Course or equivalent;
- Experience working in an international organization operating in a conflict or post-conflict environment.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of the Mission area and potential security threats;
- Previous work experience in the region;

Position: Human Rights Expert	Employment Regime: Seconded	
Ref. number: HM 13	Location: Ramallah	Availability: 26 May 2019
Component/Department/Unit: Head of Mission Unit	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Human Rights Expert reports to the Head of Mission/Deputy Head of Mission

2. Main Tasks and Responsibilities:

- To act as the Mission focal point for human rights matters;
- To advise on human rights mainstreaming throughout the Mission's activities;
- In close coordination with the Mission's operational components, to advise on the promotion of human rights among host state authorities and ensure that these aspects are incorporated in a coordinated and consistent manner in the Mission's Implementation Plan;
- To monitor and analyse the Human rights situation in the host state;
- To liaise with local and international entities involved in the promotion and monitoring of human rights in the host state;
- To advise on the development and management of strategic communications with regards to human rights;
- To contribute to the development and periodic review of relevant Mission Standard Operating Procedures (SOPs);
- To contribute to Mission's reporting and information flow on human rights related aspects;
- To contribute to the induction training of Mission's staff members as required;
- To contribute to identify and report on lessons learned and best practices within the field of human rights;
- To undertake any other related task as requested by Head of Mission, Deputy Head of Mission

3. Mission Specific Tasks and Responsibilities:

- To maintain cooperative and effective working relationships with relevant staff of the Ministries of Justice and the Interior, the Palestinian Civil Police, the Corrections and Rehabilitation Department (CRCD – prison service), the High Judicial Council, the Attorney General Office and Prosecution Service, the Palestinian Bar Association, and other relevant local in order to promote human rights principles and standards and their respective responsibilities in this regard;
- To advise the above mentioned counterparts and stakeholders on effective mainstreaming of human rights within their respective strategic and operational activities , inter alia through the establishment and strengthening of Human Rights Units, through supporting legislative drafting, through supporting the correct and uniform interpretation and implementation of international obligations, as well as through setting up accountability mechanisms (training, oversight, evaluation, disciplinary enforcement);

- To identify gaps and needs pertaining to human rights within these organisations and assist in the development of projects to meet these needs;
- To assist the Mission through human rights input in the implementation of its programmes and projects, inter alia in realisation of activities under the Mission Implementation Plan (MIP), including through the advice and support related to the design and execution of training for members of the Palestinian police, prison service and institutions of the Palestinian justice sector regarding human rights concepts, international human rights standards and practices, and directly through the work on Police (and Security Sector) Accountability, Family Protection and on Fair Trial in Criminal Procedures;

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree AND
- A minimum of 5 years of relevant professional experience in human rights and human rights mainstreaming issues and tools, particularly in a post-conflict environment/SSR process, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Sound understanding of Human Rights and Gender, including experience working in projects that integrate Human Rights and Gender mainstreaming and their added value for counterparts;
- Drafting skills;
- Ability to evaluate analytically;
- Knowledge of investigative and conciliation techniques in the human rights field;
- Understanding and sensitivity to the basic principles of human rights legislation and inter-group relations;

6. Desirable Qualifications and Experience

- Experience in the field of human rights and/or anti-corruption activities in conflict, post-conflict or transitioning regions, preferably with an international organisation.
- Experience in the design of training curricula and conducting training on Human Rights issues.
- Experience in networking, establishing and maintaining a high number of relevant contacts.
- Project management experience.

7. Desirable Knowledge, Skills and Abilities

- Excellent analytical skills and initiative, and an ability to prioritise large volumes of information and competing tasking within a politically dynamic environment.
- Knowledge of data analysis software and tools.
- Knowledge of Arabic.

Position Name: Senior Police Adviser - Community Policing/CRC Member	Employment Regime: Seconded	
Ref. Number: PA 09	Location: Ramallah	Availability: 09 Jun 2019
Component/Department/Unit: Police Advisory Section	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: No

1. Reporting Line:

The Senior Police Adviser Community Policing reports to the Head of Police Advisory Section. This position is also a member of the Core Responsiveness Capacity, see specific tasks related to this below.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) on the strategic and operational level as appropriate;
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of counterparts/institutions and to propose solutions for strengthening the same;
- To provide analysis and recommendations to local counterparts in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To ensure compliance with instruction/direction from Mission management;
- To liaise closely with other Senior Advisers and Advisers as appropriate;
- To identify best practices and lessons learned within the field of responsibility;
- To design and deliver training, as appropriate;
- To undertake any other related task as requested by the Line Manager(s).

3.1. Mission Specific Tasks and Responsibilities:

- To advise at the strategic level and assist the Palestinian Civil Police (PCP) in implementing a shared concept of Community Policing across the organization;
- To advise and develop Community Policing plans with the PCP leadership, in line with their strategic priorities;
- To identify needs and deliver Community Policing training, mainly focused on a Training of Trainers approach;
- To advise the PCP on development and management of public partnerships;
- To ensure that Community Policing activities are aligned with the Mission's strategic objectives, including Information-Led Policing, Accountability, Traffic and Operations;
- To advise other international actors supporting Community Policing initiatives and assist in the coordination of relevant activities;
- To support PCP frontline administrations effectively deliver policing services.

3.2. Core Responsiveness Capacity Tasks and Responsibilities

Members of the Core Responsiveness Capacity, when requested and approved by CivOpsCdr, are expected:

- To participate in the planning and start-up of Missions, including Technical Assessment Missions and early deployment;
- To support expansion/downscaling of Missions, or refocusing Mission mandates;
- To participate in liquidation and closures of Missions;
- To act as a floater under the Exchange of Staff policy;
- To participate in specific Core Responsiveness Capacity trainings and exercises;
- To undertake any other tasks related to the Core Responsiveness Capacity as required.

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework, which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested police or/and military education or training or equivalent rank; AND
- A minimum of 6 years of relevant professional experience, including professional experience in policing and in developing and/or implementing community policing initiatives, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Sound understanding of Human Rights and Gender, including experience working in projects that integrate Human Rights and Gender mainstreaming and their added value for counterparts;
- Ability and/or experiences to establish and maintain contacts/coordination with other international and national stakeholders, operating in the theatre with similar goals;
- Ability to mentor and motivate local counterparts;
- Ability to be self-driven and results-oriented within the constraints of working in a complex environment.

6. Desirable Qualifications and Experience:

- A minimum of 3 years of professional experience at management/coordination level;
- Experience of designing and delivering training mainly focused on Training of Trainers approach;
- Experience working in an international organization operating in a conflict or post-conflict environment;
- Experience in project management.

7. Desirable Knowledge, Skills and Abilities:

- C1/C driving licence and ability of driving 4x4 vehicles;

Position Name: Police Adviser Criminal Investigation Department	Employment Regime: Seconded	
Ref. Number: PA 17	Location: Ramallah	Availability: 01 May 2019
Component/Department/Unit: Police Advisory Section	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Police Adviser Criminal Investigation Department reports to the Head of Police Advisory Section.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner;
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening the same;
- To provide analysis and recommendations to local counterparts in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To collect and collate statistics about the workload/performance of local counterparts;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To ensure compliance with instruction/direction from Mission management;
- To liaise closely with other Senior Advisers and Advisers as appropriate;
- To identify best practice and lessons learned within the field of responsibility;
- To design and deliver training, as appropriate;
- To undertake any other related task as requested by the Line Manager(s).

3. Mission Specific Tasks and Responsibilities:

- To support the Palestinian Civil Police (PCP) carry out crime mapping and conduct analysis of the findings;
- To provide strategic and operational advice at the PCP HQ and Districts level on criminal investigations;
- To advise and mentor in the adoption of modern criminal investigation methodology through the development of policies, manuals and procedures;
- To advise the PCP on the optimal use of resources for the purpose of crime prevention and detection;
- To support police-prosecution cooperation through identifying lessons learned and adoption of common procedures;
- To identify and support the delivery of training needs of the various criminal investigation department/units, including prosecution staff.

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree, OR equivalent and attested police or/and military education or training or an award of an equivalent rank; AND
- A minimum of 5 years of relevant professional experience, including experience in policing, analysis of criminal data, felony cases, crime scene management and handling of evidence, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Sound understanding of Human Rights and Gender, including experience working in projects that integrate Human Rights and Gender mainstreaming and their added value for counterparts;
- Ability and/or experiences to establish and maintain contacts/coordination with other international and national stakeholders, operating in the theatre with similar goals;
- Ability to mentor and motivate local counterparts;
- Knowledge of criminal investigation protocols and policies;
- Ability to be self-driven and results-oriented within the constraints of working in a complex environment.

6. Desirable Qualifications and Experience:

- Experience working in an international organization operating in a conflict or post-conflict environment;
- Proven ability and experience in identifying training needs, advising on developing curricula and delivering training, including at the level of Train the Trainers (ToT);
- Experience in project management.

7. Desirable Knowledge, Skills and Abilities:

- C1/C driving licence and ability of driving 4x4 vehicles;

Position Name: Senior Police Adviser Training	Employment Regime: Seconded	
Ref. Number: PA 22	Location: Ramallah	Availability: 22 Jun 2019
Component/Department/Unit: Police Advisory Section	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Senior Police Adviser Training reports to the Head of Police Advisory Section.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) on the strategic and operational level as appropriate;
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of counterparts/institutions and to propose solutions for strengthening the same;
- To provide analysis and recommendations to local counterparts in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To ensure compliance with instruction/direction from Mission management;
- To liaise closely with other Senior Advisers and Advisers as appropriate;
- To identify best practices and lessons learned within the field of responsibility;
- To design and deliver training, as appropriate;
- To undertake any other related task as requested by the Line Manager(s).

3. Mission Specific Tasks and Responsibilities:

- To provide strategic advice and assistance to the Palestinian Civil Police (PCP) in implementing the PCP overall process of development, in accordance with policies and guidelines, and in coordination with other international actors and stakeholders.
- To provide expertise to strengthen the capabilities of the Training Administration and the Palestinian College for Police Science (PCPS);
- To support the adoption of service-minded policing through the development and implementation of SOP's and manuals;
- To identify training gaps and support PCP in developing long-term training plans;
- To support PCP in developing curricula for various fields of training and/or education;
- To support PCP in developing and implementing in-service trainings;
- To support the PCP Training Administration and the PCPS in identifying the appropriate equipment and infrastructure needed to deliver effective training.

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested police or/and military education or training or an award of an equivalent rank AND
- A minimum of 6 years of relevant professional experience, including experience in policing, in developing and/or implementing training initiatives, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Sound understanding of Human Rights and Gender, including experience working in projects that integrate Human Rights and Gender mainstreaming and their added value for counterparts;
- Ability and/or experiences to establish and maintain contacts/coordination with other international and national stakeholders, operating in the theatre with similar goals;
- Ability to be self-driven and results-oriented within the constraints of working in a complex environment;
- Ability to translate strategy into action and to work efficiently in a deadline driven environment.
- Ability to mentor and motivate local counterparts;
- Knowledge of modern training tools (for instance e-learning, virtual training systems, language labs, etc.).

6. Desirable Qualifications and Experience:

- Experience of designing and delivering training, mainly focused on Train of Trainers approach;
- Experience working in an international organization operating in a conflict or post-conflict environment;
- Experience in project management.

7. Desirable Knowledge, Skills and Abilities:

- C1/C driving licence and ability of driving 4x4 vehicles;

Position Name: Senior Police Adviser Accountability	Employment Regime: Seconded	
Ref. Number: PA 25	Location: Ramallah	Availability: 09 Jun 2019
Component/Department/Unit: Police Advisory Section	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Senior Police Adviser Accountability reports to the Head of Police Advisory Section.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) on the strategic and operational level as appropriate;
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of counterparts/institutions and to propose solutions for strengthening the same;
- To provide analysis and recommendations to local counterparts in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To ensure compliance with instruction/direction from Mission management;
- To liaise closely with other Senior Advisers and Advisers as appropriate;
- To identify best practices and lessons learned within the field of responsibility;
- To design and deliver training, as appropriate;
- To undertake any other related task as requested by the Line Manager(s).

3. Mission Specific Tasks and Responsibilities:

- To support and provide strategic and operational advice to the senior management of the Palestinian Civil Police (PCP) in implementing the its accountability strategy and plan, besides overall development of its accountability units;
- To advise the PCP on the development and implementation of a public complaint mechanism, and support the institutionalisation of necessary organisational structures;
- To advise on implementing and training its members on the PCP Code of Conduct and Disciplinary Code;
- To support the development of structures, mandates and job descriptions to carry out oversight and accountability functions;
- To identify and advise the PCP on the capacity and training gaps of the accountability units;
- To support the accountability units to acquire skills and develop procedures and standards consistent with international best practices;
- To advise in the development of a human rights training manual and an efficient inspection regime;

- To support relationship-building and dialogue between the PCP and Civil Society Organisations.

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework, which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested police or/and military education or training or equivalent rank; AND
- A minimum of 6 years of relevant professional experience, including professional experience in policing and in developing and/or implementing accountability initiatives, after having fulfilled the education requirements.
- Experience in conducting internal investigations or working on initiatives to strengthen police oversight/accountability.

5. Essential Knowledge, Skills and Abilities:

- Sound understanding of Human Rights and Gender, including experience working in projects that integrate Human Rights and Gender mainstreaming and their added value for counterparts;
- Ability and/or experiences to establish and maintain contacts/coordination with other international and national stakeholders, operating in the theatre with similar goals;
- Ability to mentor and motivate local counterparts;
- Ability to be self-driven and results-oriented within the constraints of working in a complex environment.

6. Desirable Qualifications and Experience:

- Experience working in an international organization operating in a conflict or post-conflict environment;
- Professional experience in policing at the management/coordination level;
- Experience of designing and delivering training;
- Experience in project management.

7. Desirable Knowledge, Skills and Abilities:

- C1/C driving licence and ability of driving 4x4 vehicles;

Position Name: Police Adviser Accountability	Employment Regime: Seconded	
Ref. Number: PA 26	Location: Ramallah	Availability: ASAP
Component/Department/Unit: Police Advisory Section	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Police Adviser Accountability reports to the Head of Police Advisory Section.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner;
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening the same;
- To provide analysis and recommendations to local counterparts in the area of responsibility
- To be embedded within the local institution, security permitting;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To collect and collate statistics about the workload/performance of local counterparts;
- To maintain necessary contacts and build relationships with relevant international and local counterparts;
- To ensure compliance with instruction/direction from Mission management;
- To liaise closely with other Senior Advisers and Advisers as appropriate;
- To identify best practices and lessons learned within the field of responsibility;
- To design and deliver training, as appropriate;
- To undertake any other related task as requested by the Line Manager(s).

3. Mission Specific Tasks and Responsibilities:

- To provide expertise to the accountability administrations/units within in Palestinian Civil Police (PCP);
- To support and provide strategic and operational advice to the senior management of the PCP in implementing the its accountability strategy and plan, besides overall development of its accountability units;
- To support the PCP on the development and implementation of a public complaint mechanism, and support the institutionalisation of necessary organisational structures;
- To support the PCP on implementing and disseminating the PCP Code of Conduct and Disciplinary Code;
- To support the PCP develop the appropriate structures, mandates and job descriptions to carry out oversight and accountability functions;
- To support relationship-building and dialogue between the PCP and Civil Society Organisations;
- To identify and advise on the capacity and training gaps of the accountability units;

- To support the PCP accountability units to acquire skills and develop procedures and standards in line with international best practices;
- To advise the PCP in the development of a human rights training manual;
- To advise the PCP develop an efficient inspection regime.

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree, OR equivalent and attested police or/and military education or training or an award of an equivalent rank; AND
- A minimum of 5 years of relevant professional experience, including experience in dealing with police accountability, hereunder internal inspections and auditing; managing citizen's complaints, conducting internal investigations, police members' criminal liability and disciplinary misconduct related investigations, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Knowledge of internal inspections and/or public complaint mechanism and police disciplinary procedures;
- Sound understanding of Human Rights and Gender, including experience working in projects that integrate Human Rights and Gender mainstreaming and their added value for counterparts;
- Ability and/or experiences to establish and maintain contacts/coordination with other international and national stakeholders, operating in the theatre with similar goals;
- Ability to mentor and motivate local counterparts.

6. Desirable Qualifications and Experience:

- Proven ability and experience in identifying training needs, advising on developing curricula and delivering training, including at the level of Train the Trainers (ToT);
- Experience in project management;
- Experience working in an international organization operating in a conflict or post-conflict environment.

7. Desirable Knowledge, Skills and Abilities:

- C1/C driving licence and ability of driving 4x4 vehicles.

Position Name: Penitentiary Adviser	Employment Regime: Seconded	
Ref. Number: PA 28	Location: Ramallah	Availability: ASAP
Component/Department/Unit: Police Advisory Section	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Penitentiary Adviser reports to the Head of Police Advisory Section.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner;
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening the same;
- To provide analysis and recommendations to local counterparts in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To collect and collate statistics about the workload/performance of local counterparts;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To ensure compliance with instruction/direction from Mission management;
- To liaise closely with other Senior Advisers and Advisers as appropriate;
- To identify best practices and lessons learned within the field of responsibility;
- To design and deliver training, as appropriate;
- To undertake any other related task as requested by the Line Manager(s).

3. Mission Specific Tasks and Responsibilities:

- To advise and mentor the Corrections and Rehabilitation Center Department (CRCD) of the Palestinian Civil Police (PCP) on the spectrum of their activities, to operate in a manner consistent with international prison and human rights standards;
- To advise and mentor in the adoption of policies, manuals and procedures related to the work of the CRCD (e.g. management of prisoners, prison management, etc.);
- To identify needs and support the delivery of training to the CRCD and the Corrections and Rehabilitation Centres (CRCs);
- To advise and support the development of relevant policies and procedures for the CRCD, with relevant actors, including ministries (Ministry of Interior/Justice);
- To advise other international and national actors concerned with the subject matter and assist in the coordination of relevant activities.

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 3 year attested by a diploma OR a qualification at the level in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area e.g. Bachelor's Degree OR equivalent and attested police or/and military education or training or equivalent rank; AND
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Ability to be self-driven and results-oriented within the constraints of working in a complex environment;
- Ability to adopt a strategic and pragmatic approach to the development of a prison system;
- Sound understanding of Human Rights and Gender, including experience working in projects that integrate Human Rights and Gender mainstreaming and their added value for counterparts;
- Ability and/or experiences to establish and maintain contacts/coordination with other international and national stakeholders, operating in the theatre with similar goals;
- Ability to mentor and motivate local counterparts.

6. Desirable Qualifications and Experience:

- Experience and in-depth knowledge of prison management, with substantial insight in all facets of the job;
- Experience of designing and delivering training;
- Experience in project management;
- Experience working in an international organization operating in a conflict or post-conflict environment.

7. Desirable Knowledge, Skills and Abilities:

- C1/C driving licence and ability of driving 4x4 vehicles.

Position Name: Senior Police Adviser District Coordinator	Employment Regime: Seconded	
Ref. Number: PA 29	Location: Ramallah	Availability: 03 Jul 2019
Component/Department/Unit: Police Advisory Section	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Senior Police Adviser District Coordinator reports to the Head of Police Advisory Section.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) on the strategic and operational level as appropriate;
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of counterparts/institutions and to propose solutions for strengthening the same;
- To provide analysis and recommendations to local counterparts in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To ensure compliance with instruction/direction from Mission management;
- To liaise closely with other Senior Advisers and Advisers as appropriate;
- To identify best practices and lessons learned within the field of responsibility;
- To design and deliver training, as appropriate;
- To undertake any other related task as requested by the Line Manager(s).

3. Mission Specific Tasks and Responsibilities:

- To advise and support the development of the Palestinian Civil Police (PCP) within the 11 districts of the West Bank, in order to meet service demands and implement the PCP strategic plan;
- To coordinate mentoring and advising efforts of the Police Advisory Section with relevant District Commanders and their senior staff;
- To support the PCP, particularly in close coordination with the Head of Districts and the Research, Planning and Development Administration, in the area of operational planning;
- To support the implementation of key strategic concepts at the district level, including but not limited to the community policing concept, information-led policing, traffic, and accountability;
- To advise and provide analytical support to relevant counterparts in the PCP in the area of Command and Control;
- To establish and maintain key relationships with key stakeholders, including senior members of the PCP and other local partners, including civil society representatives;

- To closely coordinate and communicate with relevant international actors and donors supporting the PCP particularly at the district level;
- To advise and actively support the PCP to coordinate and adopt tools which strengthen civilian police primacy.

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested police or/and military education or training or an award of an equivalent rank AND
- A minimum of 6 years of relevant professional experience, including mentoring/advisory experience, working with the operational and administrative sides of managing police districts, strategic and operational planning, business development, administration, human resources, training and reporting, etc., after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Sound understanding of Human Rights and Gender, including experience working in projects that integrate Human Rights and Gender mainstreaming and their added value for counterparts;
- Ability and/or experiences to establish and maintain contacts/coordination with other international and national stakeholders, operating in the theatre with similar goals;
- Ability to mentor and motivate local counterparts.
- Knowledge and wide experience on a variety of aspects related to civilian/blue policing, particularly related to command and control, frontline/uniform policing and crime investigations;
- Negotiation skills in a multi-national context;
- Knowledge of the entire chain of criminal justice.

6. Desirable Qualifications and Experience:

- Experience working in an international organization operating in a conflict or post-conflict environment;
- Experience in managing staff and resources;
- Educational background in Public Administration, Management/Leadership or other related subjects;
- Experience in programme and project management.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of international development concepts and principles.
- C1/C driving licence and ability of driving 4x4 vehicles.

Position Name: Prosecution Expert	Employment Regime: Seconded	
Ref. number: RL 04	Location: Ramallah	Availability: 01 Aug 2019
Component/Department/Unit: Rule of Law Unit	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Prosecution Expert reports to the Head of Rule of Law Section

2. Main Tasks and Responsibilities:

- To act as a trainer on RoL/justice related matters;
- To liaise with other international actors;
- To ensure timely reporting and information flow on RoL/justice issues;
- To contribute to identify and report on lessons and best practices within the field of RoL/justice;
- To undertake any other related task as requested by the Line Manager(s).

3. Mission Specific Tasks and Responsibilities:

- To contribute on an operational level and in his/her field of expertise to the Mission's mandate implementation in line with the CONOPS, OPLAN and Mission Implementation Plan (MIP), in particular with respect to supporting the criminal justice institutions which focus on anti-corruption (the Palestinian Anti-corruption Commission and the Corruption Crimes Court);
- To contribute providing support to the Office of the Attorney General in other areas;
- To liaise closely with the Palestinian Anti-Corruption Commission and the Corruption Crimes Court on any matters which arise and provide advice and direction as required;
- To assist in the development and delivery of training packages on economic crime, corruption and other specialised areas;
- To support investigation and cooperation on economic crimes between the police and the prosecution service;
- To support the Palestinian authorities with respect to international legal cooperation as appropriate;
- To liaise closely with the Police Advisory Section of the Mission in order to coordinate efforts, particularly with respect to the accountability mechanisms at the Palestinian Civil Police;
- To develop cooperation mechanisms between the Palestinian Anti-corruption Commission and the institutions within the PA administration related to finance and economy;
- To coordinate the Mission's activities with donors who are active with respect to supporting the Palestinian Anti-corruption Commission and the Corruption Crimes Court;
- To coordinate efforts with respect to reporting on particular MIP objectives and provide advice to the Head of the Rule of Law Section on these objectives;
- To perform other tasks as required by the Head and/or the Deputy Head of the Rule of Law Section;

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree. The qualification should be in Law; AND
- A minimum of 5 years of relevant professional experience, including experience in RoL/justice aspects, in particular in a post-conflict environment/ SSR process, after having fulfilled the education requirements;
- Experience of working as a prosecutor, especially with serious economic crimes, money laundering and/or corruption cases.
- Experience in working on police/prosecutor coordination.

5. Essential Knowledge, Skills and Abilities:

- Sound understanding of Human Rights and Gender, including experience working in projects that integrate Human Rights and Gender mainstreaming and their added value for counterparts;
- Practical understanding of justice/judicial reform process including the development of policy and legislation;
- Ability to establish and maintain effective working relationship with people of different national and cultural background, whilst maintaining impartiality and objectivity;
- International working experience on rule of law and criminal justice system issues;
- Ability to mentor and motivate local counterparts.
- Mediation skills;

6. Desirable Qualifications and Experience:

- Experience of working with international legal cooperation and assistance;
- Experience of training prosecutors on a range of relevant matters;
- Experience in gender mainstreaming in implementing and planning projects;
- Project management experience.

7. Desirable Knowledge, Skills and Abilities:

- Proven ability to translate strategy into action and to work effectively in a deadline driven environment;
- Knowledge skills of Arabic.

Position Name: Defence Counsel Expert	Employment Regime: Seconded	
Ref. number: RL 08	Location: Ramallah	Availability: ASAP
Component/Department/Unit: Rule of Law	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Defence Counsel Expert reports to the Head of Rule of Law Section.

2. Main Tasks and Responsibilities:

- To liaise with and advise the Palestinian justice authorities and relevant security sector reform actors;
- To act as a trainer on RoL/justice related matters.
- To liaise with other international actors;
- To ensure timely reporting and information flow on RoL/justice issues;
- To contribute to identify and report on lessons and best practices within the field of RoL/justice;
- To undertake any other related task as requested by the Line Manager(s).

3. Mission Specific Tasks and Responsibilities:

- To contribute on an operational level and in his/her field of expertise to the Mission's Mandate implementation in line with the CONOPS, the OPLAN and Mission Implementation Plan (MIP), in particular with respect to:
 - Developing the organisational and administrative structures at the Palestinian Bar Association (PBA);
 - Supporting defence attorneys and the PBA in terms of acquiring the appropriate knowledge and skills to defend criminal cases in an efficient and effective manner;
 - Encouraging the adoption of measures so as to reduce delays in terms of the defence attorneys;
 - Supporting the PBA in enhancing the efficiency and transparency of disciplinary proceedings against lawyers.
- To liaise closely with the PBA on all matters which arise and provide advice and direction as required;
- To coordinate the Mission's activities with donors who are active with respect to supporting the PBA;
- To coordinate efforts with respect to reporting on particular MIP objectives and provide advice to the Head of the Rule of Law Section on these objectives.

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the

framework of qualifications of the European Higher Education Area, e.g. Master's Degree. The qualification should be in Law; AND

- A minimum of 5 years of relevant professional experience, a judge, prosecutor or legal adviser including experience in/sound knowledge of RoL/justice aspects, in particular in a post-conflict environment/ SSR process, after having fulfilled the education requirements;
- Experience of working on internal organizational and structural issues, including decision-making processes, in a judicial council, an office of public prosecution or equivalent authority.

5. Essential Knowledge, Skills and Abilities:

- Sound understanding of Human Rights and Gender, including experience working in projects that integrate Human Rights and Gender mainstreaming and their added value for counterparts;
- Practical understanding of justice/judicial reform processes, including the development of policies and legislation;
- Ability to establish and maintain effective working relationships with people of different national and cultural background, whilst maintaining impartiality and objectivity;
- International work experience on rule of law and criminal justice system issues;
- Mediation skills;
- Sound understanding of Human Rights and Gender, including experience working in projects that integrate Human Rights and Gender mainstreaming and their added value for counterparts;
- Ability to mentor and motivate local counterparts.

6. Desirable Qualifications and Experience:

- Experience as lawyer / member of a bar association;
- Experience of working on the structure of bar associations (structure, memberships, procedures, etc.) and in particular on disciplinary processes;
- Experience from gender mainstreaming in implementing and planning projects;
- Experience of working on training matters for lawyers;
- Project management experience;
- Experience working in an international organization operating in a conflict or post-conflict environment.

7. Desirable Knowledge, Skills and Abilities:

- Ability to work in a multicultural environment with local partners of different professional and religious backgrounds, and with diverse political views;
- Proven ability to translate strategy into action and to work effectively in a deadline driven environment;
- Knowledge of Arabic.

Position Name: Ministerial Legal and Administration Expert	Employment Regime: Seconded	
Ref. Number: RL 12	Location: Ramallah	Availability: 13 Aug 2019
Component/Department/Unit: Rule of Law Section	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Ministerial Legal and Administration Expert reports to the Head of Rule of Law Section.

2. Main Tasks and Responsibilities:

- To act as a trainer on RoL/justice related matters;
- To liaise with other international actors;
- To ensure timely reporting and information flow on RoL/justice issues;
- To contribute to identify and report on lessons and best practices within the field of RoL/Justice;
- To undertake any other related task as requested by the Line Manager(s).

3. Mission Specific Tasks and Responsibilities:

- To support the implementation of the Justice Sector Strategy, its legal framework and the restructuring of the internal organisation in the Ministry of Justice (MoJ);
- To support and assist key MoJ units through continuous technical advice at operational level;
- To identify, plan, develop, and implement projects aiming at enhancing both collective and individual capacities of staff members of the MoJ;
- To facilitate joint projects with other institutions or organisations aiming at enhancing the capacities of the MoJ;
- To assist the MoJ, and relevant officials within the MoJ in their efforts to improve transparency in their decision making processes;
- To identify, plan, develop, and implement projects and training with respect to the enhancement of team work, performance, communication and information sharing within the MoJ;
- To assist the Legislative Drafting Experts with the review of any proposed amendments or new draft laws and its organisational implications;
- To serve as the focal point for advice to the Head of the Rule of Law Section on all internal matters relating to the MoJ;

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree in Law OR equivalent and attested police or/and military education or training or an award of an equivalent rank AND
- A minimum of 6 years of relevant professional experience as a lawyer or legal advisor, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Sound understanding of Human Rights and Gender, including experience working in projects that integrate Human Rights and Gender mainstreaming and their added value for counterparts;
- International working experience within a Ministry of Justice or other similar institution advising on administrative reform;
- Knowledge of judicial reform processes, criminal procedures and administration of justice from a comparative perspective;
- Knowledge of the importance of rule of law and human rights in an institution building and developmental context;
- Ability to mentor and motivate local counterparts;
- Ability to work in a multicultural environment with local partners of different professional and religious backgrounds, and with diverse political views.

6. Desirable Qualifications and Experience:

- Experience of designing and delivering trainings;
- Experience in project management;
- Experience of drafting and reviewing primary and/or secondary legislation.

7. Desirable Knowledge, Skills and Abilities:

- Proven ability to translate strategy into action and to work effectively in a deadline driven environment;
- Knowledge of Arabic.

Position Name: Senior Mission Security Officer*	Employment Regime: Seconded/Contracted	Post Category for Contracted: Expert level
Ref. number: HM 03	Location: Ramallah	Availability: 01 May 2019
Component/Department/Unit: Security and Duty of Care Department	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Senior Mission Security Officer (SMSO) reports to the Head of Mission (HoM) and liaises closely with the CPCC Security and Duty of Care Office.

2. Main Tasks and Responsibilities:

- To lead, direct and manage the Mission's Security and Safety Office/Department, as per the relevant Annex of the OPLAN;
- To monitor and assess the security situation and to provide security analyses, recommendations and advice to the HoM, Senior Mission Management and other parts of the Mission on all security related matters that affect the Mission, its assets, personnel and information;
- To provide advice and implement measures in order to ensure the security and safety of Mission's members;
- To be responsible, in line with EU's Field Security Policy and its supporting documents, for the drafting, continued development, implementation and updating of the Mission Security Plan (MSP), including provisions for relocation/evacuation as well as effective warden and movement of personnel systems;
- To coordinate the drafting of security policies and procedures, related to security issues;
- To be responsible for the protection of EU classified information (EUCI) within the Mission and thereby to ensure that information is handled in accordance with EU rules;
- To produce security inputs to daily SITREPs, WOS, monthly and Six Monthly Reports as appropriate and to ensure real time reporting from potential trouble spots;
- To be responsible for the supervision of journey management planning and to provide timely advice and guidance to Mission members as required;
- To provide comprehensive security induction and other necessary training to Mission members as required;
- To ensure that regular security drills, communication tests and evacuation exercises are conducted;
- To ensure that any private security provider complies with ToRs and fulfils the contract requirements to the assigned performance standards, including the Code of Conduct;
- To ensure an effective system of security reviews in relation to the Mission's property and buildings and to recommend changes if necessary;
- To develop professional contacts with national law enforcement agencies, international organisations, NGOs, other EU bodies and diplomatic representatives in the field of security;
- To direct security reviews of Mission members' personal security requirements, and to provide recommendations as necessary;

- To alternate with the Deputy Senior Mission Security Officer (DSMSO), and to be available to deploy 24/7, to provide security direction, instigate follow up action and set priorities in order to manage effectively unforeseen/unexpected security events or incidents;
- To work in close cooperation with the Mission Support Department on matters related to budget and procurement of security related equipment, contracts and services and draft related terms of reference;
- To ensure that all security and communication equipment is kept up-to-date and in a state of operational readiness;
- To ensure that the policy on security clearances for Mission staff is correctly applied;
- To travel to all Mission areas, including High Risk areas, if required;
- To collaborate with and report to the CPCC Security and Duty of Care Office on all relevant security related matters and ensure the implementation of the their security recommendations;
- To regularly convene the Security Management Team of the Mission;
- To undertake any other tasks as required by the Line Manager(s).

3. Mission Specific Tasks and Responsibilities

- To ensure that personal security advice is given to Mission members as required;
- To identify staff training needs in security related areas;
- To promote a positive working environment for all staff in the Department, and to treat all staff fairly in accordance with EU values.

4. Essential Qualifications and Experience:

- Successful completion of University studies of at least 3 years attested by a diploma OR a qualification at the level in the National Qualifications Framework equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree OR equivalent and attested police or/and military education or training or an award of an equivalent rank; AND
- A minimum of 8 years of relevant professional experience acquired in the civilian, military or police sectors and particularly in the protection of personnel, facilities and assets, after having fulfilled the education requirements, out of which a minimum of 3 years of experience at management level;

5. Essential Knowledge, Skills and Abilities:

- Ability to contribute to the development of security policies and procedures;
- Planning, and time-management skills;
- Capacity to work in English.

6. Desirable Qualifications and Experience:

- Successful completion of EU Mission Security Officer Certification Course;
- Validated license for armoured vehicle or civilian driving licence class C1.
- Firearms trained;
- International experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Ability to work in a demanding, deadline-driven environment and to establish and maintain effective working relationships with people of different national and cultural backgrounds;
- Knowledge of the Mission area and potential security threats.
- Knowledge of local language(s)

Position Name: Financial Verification Officer*	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support Management Level (MSML)
Ref. number: HM 11	Location: Ramallah	Availability: ASAP
Component/Department/Unit: Head of Mission Office	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: No

1. Reporting Line:

The Verification Officer reports to the Head of Mission (HoM)

2. Main Tasks and Responsibilities:

- To perform, in coordination with the Finance Unit and other Units/Offices of the Mission, ex-ante checks put in place by the Authorising Officer;
- To ensure that each expense is in line with criteria of eligibility as well as with the requirements referred to in the applicable regulations, for example the Financial Regulations, Guide to Missions, European Commission's Communication related to the employment of international and local staff etc.;
- To verify, in accordance with the provisions of the ex-post regimen, that the Mission procurement procedures are conducted in line with the rules of the Practical Guide to Contract Procedures for EC External Actions;
- To define and implement, with the aim of informing project managers and task officers from various areas of the Mission, a regular training schedule on the authorising and validation process;
- To undertake any other related tasks as requested by the Line Manager(s).

3. Mission Specific Tasks and Responsibilities:

- The Financial Verification Officer validates the accuracy of the internal financial circuit and, in addition, provides support to EUBAM Rafah as appropriate.

4. Essential Qualifications and Experience:

- Successful completion of University studies of at least 3 years attested by a diploma OR a qualification at the level in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area e.g. Bachelor's degree, in the field of Audit, Economics Business Administration, Finance, Accounting, AND
- A minimum of 4 years of relevant professional experience, after having fulfilled the education requirements

5. Essential Knowledge, Skills and Abilities:

- Analytical, research and problem-solving skills;
- Ability to operate spread sheets, or PC-based budget, accounting or human resource systems;
- Ability to pay close attention to detail so that work produced is reliable and accurate;

- Experience in reporting and drafting of memoranda and procedures;

6. Desirable Qualifications and Experience:

- Verification Officer course/training or other related course/training.

7. Desirable Knowledge, Skills and Abilities:

- Good knowledge and/or experience in strategic management and/or public administration;
- Auditing skills;
- Knowledge of EU budget procedures and financial management rules highly desirable.
- Knowledge of Arabic.

Position Name: Communication and Information Systems Adviser	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support Management Level (MSML)
Ref. Number: PA 21	Location: Ramallah	Availability: ASAP
Component/Department/Unit: Police Advisory Section	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: No

1. Reporting Line:

The Adviser reports to the Head of Police Advisory Section

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner;
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening same;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To collect and collate statistics about the workload/performance of local counterparts;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To ensure compliance with instructions/directions from Mission management;
- To liaise closely with other Senior Advisers and Advisers as appropriate;
- To identify best practice and lessons learned within the field of responsibility;
- To design and deliver training, as appropriate;
- To undertake any other related task as requested by the Line Manager(s).

3. Mission Specific Tasks and Responsibilities:

- To advise the Palestinian Civil Police (PCP) on Information and Communication Technology (ICT) development and the related Standard Operations Procedures;
- To assist PCP on improving the ICT infrastructure, its management and the maintenance procedures;
- To advise PCP on the maintenance and developing integrated radio, computer and voice communications systems;
- To advise PCP on the maintenance and development of computer networks;
- To identify, analyse and disseminate outcomes and information on all policing activities within her/his area of responsibility with the aim of building and maintaining strategic and operational reform within the PCP administrative and internal support administration/units;
- To identify and advise on capacity and training gaps of the administrative and internal support policing units;

- To assist, when appropriate, in the implementation of local training, mainly focused on Train of Trainers approach;
- To support as appropriate, the PCP administrative and internal support units in identifying the appropriate equipment and infrastructure needed to deliver effective policing;
- To advise the administrative and internal support policing units on coordination with other local police Districts and Police HQ;
- To advise and support the PCP in implementing externally funded projects/initiatives in his/her field of expertise;
- To perform other tasks as required by the Head and/or the Deputy Head of the Police Advisory Section.

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree in Information Technology or IT Engineering, OR equivalent and attested police or/and military education or training or an award of an equivalent rank; AND
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Substantial knowledge of IT and information systems architecture;
- Sound understanding of Human Rights and Gender, including experience working in projects that integrate Human Rights and Gender mainstreaming and their added value for counterparts;
- Ability and/or experiences to establish and maintain contacts/coordination with other international and national stakeholders, operating in the theatre with similar goals;
- Ability to mentor and motivate local counterparts.
- Mediation skills.

6. Desirable Qualifications and Experience:

- Experience working in an international organization operating in a conflict or post-conflict environment;
- Experience of designing and delivering training;
- Experience in project management.

7. Desirable Knowledge, Skills and Abilities:

- C1/C driving licence and ability of driving 4x4 vehicles;