

EUROPEAN EXTERNAL ACTION SERVICE



Annex 1 - Requirements and Job Descriptions

EU Advisory Mission for Civilian Security Sector Reform Ukraine (EUAM Ukraine) 3-2021 Call for Contributions				
Organisation:	EUAM Ukraine			
Job Location:	As indicated below			
Employment Regime:	As indicated below			
Job Titles/ Vacancy notice:	Ref:	Name of the Post:	Location:	Availability:
	<u>Seconded (33)</u>			
	UAC 042	Project Management Officer	Kyiv	3 Nov 2021
	UAO 010	Human Rights Adviser	Kyiv	1 Feb 2022
	UAO 011	Gender Adviser	Kyiv	3 Jan 2022
	UAO 036	Training of Trainers Coordinator	Kyiv	18 Feb 2022
	UAO 040	Head of Good Governance Unit and Digital Transformation and Innovation Unit	Kyiv	ASAP
	UAO 051	Senior Adviser on Digital Transformation	Kyiv	3 Jan 2022
	UAO 052	Senior Adviser on Innovation	Kyiv	3 Jan 2022
	UAO 063	Adviser on General Policing	Kyiv	10 Jan 2022
	UAO 066	Community Policing Adviser/Trainer	Kyiv	21 Feb 2022
	UAO 072	Public Order (crowd management) Adviser/Trainer	Kyiv	3 Jan 2022
	UAO 082	Senior Adviser on Integrated Border Management (IBM) and Customs	Kyiv	ASAP
	UAO 083	Senior Border Adviser on Integrated Border Management (IBM)	Kyiv	ASAP
	UAO 092	Senior Adviser on Prosecution (Management) (Team Coordinator)	Kyiv	1 Feb 2022

UAO 096	Senior Adviser on Legal Reform (Team Coordinator)	Kyiv	ASAP
UAO 097	Senior Adviser on Legal Reform	Kyiv	3 Feb 2022
UAO 100	Head of Criminal Investigation and Organised Crime Unit	Kyiv	3 Jan 2022
UAO 114	Senior Adviser on Witness Protection	Kyiv	ASAP
UAO 115	Senior Adviser on Forensic Identification	Kyiv	ASAP
UAO 121	Senior Adviser on Special Law Enforcement Agencies	Kyiv	3 Feb 2022
UAO 131	Senior Adviser on Public Oversight	Kyiv	ASAP
UAO 132	Senior Adviser on National and State Security	Kyiv	11 Feb 2022
UAO 133	National and State Security Adviser/Trainer	Kyiv	12 Apr 2022
UAO 134	National and State Security Adviser	Kyiv	3 Jan 2022
KHO 004	Adviser/Trainer on Criminal Investigations	Kharkiv	17 Feb 2022
KHO 006	Adviser/Trainer on Good Governance	Kharkiv	7 Dec 2021
LVO 005	Senior Adviser on Criminal Investigations	Lviv	3 Jan 2022
LVO 007	Adviser/Trainer on Good Governance	Lviv	15 Mar 2022
MAO 004	Adviser/Trainer on Good Governance	Mariupol	4 Apr 2022
MAO 010 MAO 011	Senior Border Adviser on Integrated Border Management (IBM)	Mariupol	3 Jan 2022
ODO 003	Senior Adviser on Prosecution	Odesa	15 Mar 2022
ODO 006	Adviser/Trainer on Community Policing	Odesa	27 Jan 2022
ODO 010	Senior Border Adviser on Integrated Border Management (IBM)	Odesa	3 Jan 2022

Deadline for Applications:	Tuesday, 30 November 2021 at 17:00 Brussels time
-----------------------------------	---

<p>Applications must be submitted via:</p>	<p>1) You have the nationality of an EU Member State: you must use Goalkeeper to apply:</p> <p>a) You are already registered on Goalkeeper AND you have an EU Login:</p> <p>https://goalkeeper.eeas.europa.eu/registrar/web</p> <p>b) You do not have a Goalkeeper account or an EU Login:</p> <p>https://goalkeeper.eeas.europa.eu/registrar/web/DPA/357/details.do</p> <p>2) You do not have the nationality of an EU Member State:</p> <p>Only seconded nationals of a non-EU Contributing Third State can be proposed by their National Seconding Authority (no personal applications will be considered): Please contact your seconding authority to send them your application form.</p> <p>Please Note: <i>Seconded positions are only available for candidates already validated in the database of their Seconding Authority. Please contact your national Seconding Authority for more information on applying for vacant Seconded positions. We cannot provide contact details of national Seconding Authorities.</i></p>
<p>Information:</p>	<p>For more information relating to selection and recruitment, please contact the</p> <p>Civilian Planning and Conduct Capability (CPCC):</p> <p>Jacinta Hogan</p> <p>cpcc-ukraine@eeas.europa.eu</p>

(*) The availability of this position is subject to the end of tour of duty of the current incumbent

Seconded Personnel – For seconded positions, only personnel nominations received through official channels from EU Member States/invited/contributing Third States (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.

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.

Co-location of Strategic Advisors – Posts relating to Strategic Advice to the Ukrainian authorities are likely to involve co-location / embedding with those authorities. The usual daily place of work of the respective strategic advisers will therefore be at the premises of those institutions they are advising.

Personnel nominated should be made aware of this and that, whilst generally working conditions within the premises of Ukrainian authorities are good, the Mission has little influence over them.

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

I. GENERAL CONDITIONS

Citizenship – Citizenship of an EU Member State or of a Contributing Third State.

Integrity – The candidates must maintain the highest standards of personal integrity, impartiality and self-discipline within the Mission. The 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. They 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, 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 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 selected 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 and in its Area of Operation. Selected candidates should undergo an extensive medical examination as requested by the seconding authority or the Mission in accordance with “Fit to work clearance” procedure prior to recruitment/deployment to prove that they comply with the requirement.

As temporary measure and while the COVID-19 pandemic persists, Missions will request an extensive medical examination taking into account the exceptional circumstances of COVID-19 crises. In a similar manner a dental examination should be certified where it is stated that no eminent dental issues are foreseen. A copy of the result of the medical examination as well as the certification must be provided by seconded/contracted personnel as well as interns and sent to the Medical Adviser of the Mission before joining the Mission. Medical data will be handled with confidentiality and in line with EU Charter of Fundamental Rights and the Standard Operating Procedure on the protection of personal data (CivOpsCdr instruction 12-2018 as amended.)

To ensure duty of care in the civilian CSDP Mission, 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.

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)¹, 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 Skills² – 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.

Communication and Interpersonal Skills – The candidates must have excellent interpersonal and communication skills, both written and oral. In particular, they must be able to write reports in the working language of the Mission.

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 as well as to be aware of gender perspectives as per UNCHR 1325.

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.

Language – Some proficiency in local language(s).

¹ <https://ec.europa.eu/ploteus/content/descriptors-page>

² [Common European Framework of References for Languages](#)

Driving Licence - Category C driving licence.

III. ESSENTIAL DOCUMENTS AND EQUIPMENT FOR SELECTED CANDIDATES

Passport – The selected candidates must have a passport from their respective national authorities. If possible, a Service Passport or Diplomatic Passport should be issued.

Visas – Contributing States and selected candidates must ensure that visas are obtained for entry into the Mission area prior to departure from their home country, if applicable. It is also essential to obtain any transit visas, which may be required for passage through countries en route to the Mission.

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 Area of Operation of the Mission.

Medical Certificate – The selected candidates should undergo an extensive medical examination and be certified medically fit for Mission duty. As temporary measure and while the COVID-19 pandemic persists, Missions will take account the exceptional circumstances of COVID-19 crises. In a similar manner a dental examination should be certified where it is stated that no eminent dental issues are foreseen.

For selected contracted candidates, in compliance with “Fit to work clearance procedure”, a copy of the result of the medical examinations as well as the fitness to work certificate, for seconded selected candidate, the fitness to work certificate must be sent to the Medical Adviser of the Mission before joining the Mission. Medical data will be handled with confidentiality and in line with EU Charter of Fundamental Rights and the Standard Operating Procedure on the protection of personal data (CivOpsCdr instruction 12-2018 as amended.)

The Heads of Mission reserve the right to reject the recruitment of any selected candidate that proves to be medically unfit to work in a civilian CSDP Mission.

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

Gender balance - The EU strives for improved gender balance in CSDP operations in compliance UNSCR 1325. CPCC encourages the Contributing States and European Institutions to take this into account when offering contributions at all levels.

Application Form – For candidates holding an EU citizenship, applications will be considered only when using the online Application Form (AF) accessible on the Goalkeeper-Registrar software module,

indicating which position(s) the candidate is applying for. Candidates seconded by Contributing Third States will apply using the Application Form for third states in Annex 3.

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

Training – The selected candidates should complete E-SAFE³ and "Missionwise" modules, or equivalent.

Pre-Deployment Training (PDT) – The Candidate should have undergone Pre-Deployment Training in accordance with the CSDP agreed Training Policy.

Data Protection - The EEAS, and its Directorate CPCC processes personal data pursuant to Regulation (eu) 2018/1725 of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC. The Privacy statement is available on the EEAS website as well as in the Goalkeeper system.

V. 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 Operational Plan (OPLAN).

³ <https://webgate.ec.europa.eu/eeas/security-e-learning>

Position Name: Project Management Officer	Employment Regime: Seconded	
Ref. Number: UAC 042	Location: Kyiv	Availability: 3 Nov 2021
Department/Component/Unit: Chief of Staff Office/Project Cell	Security Clearance Level: EU Restricted or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Project Management Officer reports to the Head of Project Cell.

2. Main Tasks and Responsibilities

- To maintain and enhance the Mission's project management procedures, mechanisms and tools and keep them up to date and to ensure actual implementation;
- To define and implement capacity building and continuous learning plans;
- To develop project control tools and guidelines, and to provide training, mentoring and coaching on project implementation to Mission's staff as appropriate;
- To be responsible for the development and maintenance of the Mission's project's database and archiving system;
- To assist in project planning and development and coordinate the implementation of Mission's projects;
- To advise project leaders (within the Mission's operational components) in preparing project documents, such as project proposals, project budgets, notes of understanding and project agreements;
- To assess project proposals and make recommendations on the feasibility and sustainability of projects;
- To ensure that project proposals are in line with the Mission's programmes and are properly coordinated within the Mission and with external stakeholders;
- To act as the interface between project leaders and various elements of Mission Support;
- To conduct post-project reporting and evaluation;
- To liaise with Mission international partners in close coordination with the Mission's Coordination and Evaluation capability.

3. General Tasks and Responsibilities

- To develop best practices on project management, make training recommendations and record lessons identified/learned;
- Take account of gender equality and human rights aspects in the execution of tasks;
- To ensure timely reporting on activities within the Project Cell as per planning documents, in particular progress/lack of progress;
- To undertake any other related task as requested by the Line Manager(s).

4. Essential Qualification 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. The qualification should be in any of the fields of Social Sciences (e.g. Political Science,

International Relations, Law, Economics etc.) or Business Administration or in the field of planning, implementation and evaluation of projects; **AND**

- A minimum of 4 years of relevant professional experience, after having fulfilled the education requirements;
- Experience in planning, implementation and management of projects;

5. Essential Knowledge, Skills and Abilities

- Project management training;
- Excellent English drafting skills;
- Analytical skills;
- Excellent interpersonal and communication skills.

6. Desirable Qualifications and Experience

- Master's Degree in project management or other related field;
- Knowledge of the procurement and contract procedures for EU External Action Service;
- Knowledge of EU Financial Regulations
- Certificate/diploma or higher in project management such as APM, PPM, PRINCE2, or equivalent

7. Desirable Knowledge, Skills and Abilities

- Ukrainian or Russian language skills.

Position Name: Human Rights Adviser	Employment Regime: Seconded	
Ref. Number: UAO 010	Location: Kyiv	Availability: 3 Jan 2022
Component/Department/Unit: Operations/ Deputy Head of Operations Section / Human Rights, Minorities and Gender Team	Level of Security Clearance: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Human Rights Adviser reports to the Deputy Head of Operations and coordinates closely with the Senior Human Rights Adviser in the Chief of Staff Office.

2. Main Tasks and Responsibilities

- To compile, evaluate and analyse information on the Human Rights related situation in the Ukrainian Civilian Security Sector providing reports and state-of-play analysis;
- To identify gaps and conduct needs analysis, including comparable analysis with European and International standards and best practices and draft analytical products;
- Support, contribute written input and advise development of related policies for the Ukrainian partners and Mission's operational activities;
- To advise the Head of Operations and mission staff on human rights mainstreaming in the implementation of the Mission's mandate, applying a Human Rights Based Approach in the Mission's internal and external activities;
- To provide written input for the Mission planning and reporting in the Human Rights and Minorities related issues;
- To provide written and oral advise and follow-up the National Human Rights strategy and action plans, in terms of Civilian Security Sector on the National level, and in terms of implementation related to the relevant Ministries, Agencies and Civilian Society;
- To draft strategic advice, action plans, policy recommendations, roadmaps, handbooks, training curricula, presentations and other products, to foster the reforms and to mainstream Human Rights in the Mission's operational activities;
- To advise and support development and implementation of policies and actions addressing Human Rights violations, discrimination, minority issues, harassment and other identified challenges in the beneficiary organisation;
- To ensure that all human rights aspects are incorporated and consistent with the Mission's planning, reporting and review cycle documents and that human rights mainstreaming is reflected throughout;
- To assist with the implementation of the Mission's human rights due diligence framework;
- To act as the Project Manager for the Human Rights and Minorities related projects, especially supporting Ombudsperson's Office related projects;
- To participate to the planning and implementation of the training the trainers' activities;
- To liaise with the local and international partners involved in the promotion of Human Rights;
- To participate in Gender related evaluations, analysis, strategic advice, hands of support, monitoring and implementation, as a part of the Human Rights, Minorities and Gender Team;
- Deputise for other Team members, including capacity of acting Team Coordinator if applicable.

3. General Tasks and Responsibilities

- To contribute to Mission's reporting and information flow on human rights related aspects;
- To contribute to identify and report on lessons learned and best practices within the field of human rights;
- Take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related task as requested by the Line Manager(s).

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** equivalent and attested police or/and military education or training or an award of an equivalent rank **OR** a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree. The qualification should be in any of the fields of Political Sciences, International Relations, Diplomacy, Law, Social Sciences or Public Administration or a closely related field of expertise; **AND**
- A minimum of 5 years of relevant professional experience in human rights, including human rights mainstreaming issues and tools, in particular in a post-conflict environment/ SSR process, after having fulfilled the education requirements;
- Practical experience from working in the area of equality and non-discrimination and human rights, including development, implementation, follow-up, coordination and reporting on policies, strategies, action plans related to this area;
- Experience in development and delivering training and knowledge of pedagogical methods for adult learning.

5. Essential Knowledge, Skills and Abilities

- Excellent drafting skills in English;
- Analytical skills;
- Knowledge and ability to conduct comparative legal analysis with the EU regulations and national legislation;
- Ability to represent the Mission at the highest levels of local counterparts, to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.

6. Desirable Qualifications and Experience

- International experience, particularly in crisis areas with multinational and/or international organisations;
- Experience in project design, implementation and management;
- Experience in the work of ensuring Human Rights and Minorities in the MS or partnership country, in the Office of Ombudsperson, or similar consultative or monitoring function of the public sector, preferably related to the law enforcement or rule of law.

7. Desirable Knowledge, Skills and Abilities

- Knowledge and respect of the political, cultural and security situation of the mission area and other areas within the same geopolitical region;
- Ability to address questions related to combating human rights violations for Law Enforcement Agencies;
- Demonstrated practical ability to liaise with Civilian Society Organisations;

- Ukrainian or Russian Language skills.

Position Name: Gender Adviser	Employment Regime: Seconded	
Ref. Number: UAO 011	Location: Kyiv	Availability: 1 Feb 2022
Component/Department/Unit: Operations/Deputy Head of Operations Section/Human Rights, Minorities and Gender Team	Level of Security Clearance: EU RESTRICTED or equivalent	Open to contributing Third States: Yes

1. Reporting Line

The Gender Adviser reports to the Deputy Head of Operations and coordinates closely with the Gender Adviser in the Chief of Staff Office.

2. Main Tasks and Responsibilities

- To compile, evaluate and analyse information on the gender related situation in the Ukrainian Civilian Security Sector providing reports and state-of-play analysis;
- To identify gaps and conduct needs analysis, including comparable analysis with European and international standards and best practices and draft analytical products;
- Support, contribute written input and advice on the development of related policies for the Ukrainian partners and Mission's operational activities;
- To provide input for the Mission planning and reporting on gender related issues;
- To provide written and oral advice and follow-up on the national gender strategies and action plans, in terms of Civilian Security Sector on the national level, and in terms of implementation related to the relevant ministries and agencies;
- To draft strategic advice, action plans, policy recommendations, roadmaps, handbooks, training curricula, presentations and other products, to foster the reforms and to mainstream gender in the Mission's operational activities;
- To advise and support development and implementation of policies and actions addressing gender based violence, discrimination, harassment and other identified challenges in the beneficiary organisation;
- To act as the Project Manager for selected gender related projects, especially supporting women in Law Enforcement Agencies;
- To support the gender mainstreaming of operational activities of the Mission and related EU-funded activities;
- To participate to the planning and implementation of the training the trainers' activities;
- To liaise with the local and international partners involved in the promotion of gender equality;
- To advise on the promotion of gender equality and gender responsive policy among host state authorities to ensure these aspects are integrated and consistent with the Mission Implementation Plan;
- To participate in Human Rights and Minorities related evaluations, analysis, strategic advice, hands on support, monitoring and implementation, as a part of the Gender Team;
- Deputise for other team members including the Team Coordinator as required.

3. General Tasks and Responsibilities

- To contribute to the Mission reporting and information flow on gender related aspects;
- To contribute and report on lessons learned and best practices on gender;
- Take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related task as requested by the Line Manager(s).

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 customs, police or/and military education or training or an award of an equivalent rank. The qualification should be in any fields of Political Sciences, International Relations, Diplomacy, Law, Social Sciences or Public Administration or a closely related field of expertise; **AND**
- A minimum of 5 years of relevant professional experience after having fulfilled the education requirements;
- Experience of using gender mainstreaming tools;
- Training and/or training development experience on gender related issues;
- Relevant professional operational or strategic level experience in the Civilian Security Sector in MS or 3rd contributing state, in particular in the field of Law Enforcement or Rule of Law.

5. Essential Knowledge, Skills and Abilities

- Excellent drafting skill in English;
- Analytical skills and ability to conduct gender analysis;
- Excellent interpersonal and communication skills;
- Ability to engage with senior officials, to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity;
- Negotiations skills;
- Proactive in developing strategies to accomplish objectives;
- Good knowledge of international gender instruments;
- Solid knowledge of EU instruments and standards on gender equality.

6. Desirable Qualifications and Experience

- International experience, particularly in crisis areas with multinational and/or international organisations;
- Operational or strategic level experience in the work within Law Enforcement Agencies or Rule of Law, preferably in senior or managerial position.

7. Desirable Knowledge, Skills and Abilities

- Ukrainian and/or Russian language skills;
- Knowledge of the political, cultural and security situation of the Mission area and other areas within the same geopolitical region is desirable.

Position Name: Training of Trainers Coordinator	Employment Regime: Seconded	
Ref. Number: UAO 036	Location: Kyiv	Availability: 18 Feb 2022
Component/Department/Unit: Operations Department/ Governance Component/ HR Reform Development Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: Yes

1. Reporting Line

The Training of Trainers Coordinator reports to the Head of Human Resources Reform Development Unit.

2. Main Tasks and Responsibilities

- To provide support and advice to the relevant Ukrainian partners in the area of national training strategy/policies/capacities as well as the provision of direct training by the Mission;
- To support the development of trainings of the counterparts/institutions in the field of Civilian Security Sector Reform (CSSR) through mentoring, monitoring and advising;
- To provide strategic advice and assistance to the relevant Ukrainian partners in implementing reforms in accordance with the agreed policies and guidelines and in coordination with other international actors and stakeholders;
- To assist and develop needed training curriculum for the Ukrainian civilian Law Enforcement Agencies, in particular in the field of in-service training for Law Enforcement Agencies;
- To provide support to the Missions' trainers/experts in developing Train of Trainers courses/programmes for the Ukrainian Law Enforcement Agencies;
- To ensure the quality of the Train of Trainer's developed material;
- To facilitate effective and timely coordination and cooperation with counterparts and other Mission members in relation to Training of Trainers curricula development;
- To coordinate all activities closely with relevant EU instruments (SGUA, EUDEL, EUBAM etc.) and international actors working in support of training development for Ukrainian law enforcement Agencies;
- To support host state authorities in developing training strategies/policies/plans/curricula/ training institutions as directed by the Head of Human Resources Development Unit;
- To conduct Mission direct training activities according to the Mission Implementation Plan and the relevant agreed internal and external training curricula.

3. General Tasks and Responsibilities

- To identify and report on lessons learned and best practices related to training;
- To contribute and ensure timely reporting on activities related to training;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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 4 years of relevant professional experience, including Experience in national/international training units/programmes for law enforcement/RoL agencies, after having fulfilled the education requirements.
- Experience of designing and delivering training.

5. Essential Knowledge, Skills and Abilities

- Pedagogical/training skills;
- Solid knowledge of Training Development;
- Ability to mentor and motivate local counterparts and mission subordinated staff;
- Presentation skills;
- Innovative thinking and approach to learning and training delivery;
- Ability to plan, multi-task and manage time effectively;
- Excellent interpersonal and communication skills;
- Highly resilient under physical and mental pressure;
- Ability to engage with senior officials, to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.

6. Desirable Qualifications and Experience

- Previous experience in similar position;
- Professional Training Qualification/Certification;
- Experience in national training units/programmes for law enforcement/RoL agencies;
- Experience in project management;
- Experience in international efforts to support host state reforms in the area of Security Sector/Rule of Law.

7. Desirable Knowledge, Skills and Abilities

- Knowledge and understanding of the institutional, legal and policy frameworks integrating the value of gender mainstreaming;
- Ukrainian or Russian language skills.

Position Name: Head of Good Governance, Digital Transformation and Innovation Unit	Employment Regime: Seconded	
Ref. Number: UAO 040	Location: Kyiv	Availability: ASAP
Component/Department/Unit: Operations Department/ Governance Component/Good Governance Unit & Digital Transformation and Innovation Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: No

1. Reporting Line

The Head of Good Governance, Digital Transformation and Innovation Unit reports to the Head of Governance Component.

2. Main Tasks and Responsibilities

- To support the Ministry of Internal Affairs, the National Police of Ukraine, State Border Guard Service, State Customs Service, the Office of the Prosecutor General Office or other relevant Ukrainian institutions in the field of Civilian Security Sector Reform (CSSR) through strategic advice, development and implementation of strategies, Standard Operating Procedures and projects;
- To act as Mission focal point and direct counterpart to relevant Ukrainian authorities on good governance, digital transformation and innovation matters;
- To support Ukrainian counterparts, notably Law Enforcement Agencies, on how to enhance innovation in their institutions, mainstreaming the Mission's cross-cutting priorities including good governance, human rights and anti-corruption;
- To advise, support and propose innovative techniques and methods to improve the functioning of Law Enforcement Agencies to increase their efficiency, accountability, and public confidence;
- To lead, direct, supervise and manage the work and staff of the Good Governance, Digital Transformation and Innovation Unit to ensure it delivers on Mission mandate within its field of responsibility and tasks as set out in the planning documents, the Mission Implementation Plan and instructions issued by Head of Mission;
- To guide the Good Governance, Digital Transformation and Innovation Unit in identifying and addressing structural needs in the performance and accountability of Ukrainian counterparts through strategies, organisational change processes, legislation, institutional development;
- To ensure internal quality management within the unit in close cooperation with the Head of Governance Component, including projects and reporting;
- To closely collaborate with the office of the Chief of Staff on donor-coordination, evaluation and implementation of projects;
- To identify, manage and report the risks arising from specific processes/systems/projects implemented under his/her responsibility.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices on governance and digital transformation/innovation related aspects;
- To contribute and ensure timely reporting on Governance and Digital Transformation and innovation related activities;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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 customs, police or/and military education or training or an award of an equivalent rank **AND**
- A minimum of 7 years of relevant professional experience, experience in change management, management and implementation of reform programmes, out of which a minimum of 3 years at management level, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities

- Solid knowledge of reform processes in public administrations;
- Ability to engage with senior officials/ governmental level decision makers; to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- Ability to mentor and motivate local counterparts and Mission staff;
- Ability to manage and coordinate a diverse team;
- Excellent interpersonal and communication skills, including presentation skills;
- Ability to plan, multi-task and manage time effectively;
- Highly resilient under physical and mental pressure.

6. Desirable Qualifications and Experience

- Previous experience in a similar position;
- Professional Training Qualification/Certification;
- Experience in project management;
- Innovative thinking;
- Experience in international efforts to support host state reforms in the area of Security Sector Reform (SSR)/Rule of Law.

7. Desirable Knowledge, Skills and Abilities

- Ukrainian or Russian language skills.

Position Name: Senior Adviser on Digital Transformation	Employment Regime: Seconded	
Ref. Number: UAO 051	Location: Kyiv	Availability: 3 Jan 2022
Component/Department/Unit: Operations Department/ Good Governance & Digital Transformation and Innovation Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: Yes

1. Reporting Line:

The Senior Adviser on Digital Transformation reports to the Head of Good Governance & Digital Transformation and Innovation Unit.

2. Main Tasks and Responsibilities:

- To advise Ukrainian counterparts on how to advance the digital transformation agenda in their respective agency;
- To identify opportunities and come up with innovative solutions to advance the digital transformation agenda in Ukrainian Law Enforcement Agencies, including assisting in the development of a Digital Transformation Strategy;
- To engage with the Ministry of Digital Transformation;
- To provide expert input on digital transformation concepts/strategies/roadmaps within the civilian security sector;
- To assess current capacities of the civilian security sector agencies in relation to digital transformation;
- To support and advise the Heads of Field Offices in working and evaluation processes as well as on coordination and cooperation with other regional authorities, related to Digital Transformation;
- To operationalise the Mission mandate and tasks as set out in the planning documents and the Operational Implementation Framework 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 in the area of digital transformation and to propose solutions for strengthening them;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To design and deliver training, as appropriate.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices on digital transformation related aspects;
- To contribute and ensure timely reporting on digital transformation related activities;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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 4 years of relevant professional experience in digital transformation or related fields, after having fulfilled the education requirements;
- Experience in conceptualising and implementing digital transformation initiatives within the public or private sector.

5. Essential Knowledge, Skills and Abilities:

- Strategic and operational planning, including impact and risk assessments;
- Ability and proven experience in managing reforms in the public or private sector;
- Ability to plan, multi-task and manage time effectively;
- Knowledge of ICT systems.

6. Desirable Qualifications and Experience:

- Experience/knowledge of transforming or providing advice in advising on digital transformation within the security sector;
- Advanced ICT skills;
- Presentation skills;
- Confident with data analysis and visualization;
- Innovative thinking.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Ukraine and its digital transformation challenges;
- Knowledge of legal aspects in relation to the portfolio;
- Ukrainian or Russian language skills.

Position Name: Senior Adviser on Innovation	Employment Regime: Seconded	
Ref. Number: UAO 052	Location: Kyiv	Availability: 3 Jan 2022
Component/Department/Unit: Operations Department/Governance Component/ Good Governance & Digital Transformation and Innovation Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: Yes

1. Reporting Line:

The Senior Adviser on Innovation reports to the Head of the Good Governance & Digital Transformation and Innovation Unit.

2. Main Tasks and Responsibilities:

- To identify opportunities and find solutions to enhance innovative policy making in Ukrainian Law Enforcement Agencies, for instance by using techniques in psychology/behavioural science, foresight or nudging, with a focus on the Mission's areas of operations, priorities and cross-cutting issues;
- To advise civilian security sector counterparts on how to apply behavioural science to improve public policy and services;
- To assist in mainstreaming innovative working methods and techniques in Ukrainian Law Enforcement Agencies;
- To provide expert input on innovation concepts/strategies/roadmaps within the civilian security sector;
- To assist in delivering research for innovative policy approaches within the civilian security sector, which may lead to specific projects;
- To support and advise the Heads of Field Offices in working and evaluation processes as well as in coordination and cooperation with other regional authorities, related to innovation;
- 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 same;
- To design and deliver training, as appropriate.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices on innovation related aspects;
- To contribute and ensure timely reporting on activities related to innovation related activities;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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 in innovation or related fields, after having fulfilled the education requirements;
- Experience in conceptualising and implementing innovation initiatives within the public or private sector.

5. Essential Knowledge, Skills and Abilities:

- Strategic and operational planning skills, including impact and risk assessments;
- Advanced public policy making skills;
- Knowledge of innovative methods of policymaking;
- Innovative thinking;
- Ability to plan, multi-task and manage time effectively.

6. Desirable Qualifications and Experience:

- Ability and proven experience in managing reforms in the public sector;
- Experience/knowledge of transforming or providing advice on innovation in the public or private sector, especially the civilian security sector;
- Confident with data analysis and visualization;
- Demonstrated capacity in horizon scanning.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Ukraine and its policy making and implementation challenges;
- Knowledge of legal aspects in relation to the portfolio;
- Ukrainian or Russian language skills.

Position Name: Adviser on General Policing	Employment Regime: Seconded	
Ref. Number: UAO 063	Location: Kyiv	Availability: 10 Jan 2022
Department/Component/Unit: Operations Department/ Law Enforcement Agencies Component/ Police Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: Yes

1. Reporting Line

The Adviser on General Policing reports to the Head of Police Unit.

2. Main Tasks and Responsibilities

- To enhance the awareness of relevant Ukrainian partners of EU policing standards, models and approaches;
- To assist and advise Ukrainian counterparts in identifying choices, making informed decisions, analysing implications and planning in the context of police reforms and their implementation;
- To provide expertise to strengthen capabilities on general policing, specifically service-minded and citizen-oriented policing, crime scene management, operations planning etc.;
- To assist and the advise National Police Ukraine in European practices regarding Mid- Level management training and Senior Level Management training
- To identify and advise relevant Ukrainian partners on capacity and training in general policing;
- To manage and lead projects on general policing and advise and support relevant Ukrainian partners in implementing externally funded projects/initiatives in his/her field of expertise, in coordination with the community policing team and other components;
- To advise in the implementation of training activities on general policing;
- To support the Mission's efforts in addressing less developed structural areas in the performance and accountability of counterparts/institutions and to propose solutions for developing and strengthening counterparts/institutions;
- To design and deliver training, as appropriate.

3. General Tasks and Responsibilities

- To identify and report on lessons learned and best practices on general policing related aspects;
- To contribute and ensure timely reporting on general policing related activities;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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 second cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree **OR** equivalent and attested customs, police or/and military education or training or an award of an equivalent rank; **AND**
- After having fulfilled the educational requirements a minimum of 5 years of relevant professional experience in general policing.

5. Essential Knowledge, Skills and Abilities

- Ability to mentor and motivate local counterparts;
- Knowledge of general policing issues;
- Ability to engage with senior officials/ governmental level decision makers;
- Experience in project management.

6. Desirable Qualifications and Experience

- Experience of designing and delivering training;
- Experience of workflow and decision-making in central Police institutions.

7. Desirable Knowledge, Skills and Abilities

- Ukrainian and/or Russian language skills.

Position Name: Community Policing Adviser/Trainer	Employment Regime: Seconded	
Ref. Number: UAO 066	Location: Kyiv	Availability: 21 Feb 2022
Department/Component/Unit: Law Enforcement Agencies Component /Police Unit	Security Clearance Level: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Community Policing Adviser/Trainer reports to the Head of Police Unit.

2. Main Tasks and Responsibilities

- To identify and advise relevant central regional/local Ukrainian partners on the capacity and training opportunities in the community policing field;
- To support relevant regional/local Ukrainian partners in identifying appropriate equipment and infrastructure needed to deliver effective training;
- To work as an Adviser/Trainer travelling within the Mission's area of operations as per EUAM HQ direction;
- To provide expertise to strengthen the capabilities in the community policing field;
- To support the adoption of a service-minded and citizen-oriented approach through the development and implementation of SOPs and manuals;
- To identify, analyse and disseminate information on all regional/local community policing activities within her/his area of responsibility as required.
- To support host state authorities in developing training strategies/policies/plans/curricula/training institutions;
- To identify required reforms and appropriate support to be provided by the Mission, including through advice/mentoring and/or direct training;
- To conduct Mission direct training activities according to the Mission Implementation Plan and relevant agreed training curricula.

3. General Tasks and Responsibilities

- To identify and report on lessons learned and best practices on community policing related aspects;
- To contribute and ensure timely reporting on community policing related activities;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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 national/international training units/programmes for Law Enforcement Agencies, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities

- Presentation skills;
- Ability to plan, multi-task and manage time effectively.

6. Desirable Qualifications and Experience

- Professional Training Qualification/Certification;
- Experience in international efforts to support host state reforms in the area of Civilian Security Sector Reform (CSSR) on national and regional level, in particular in the field of community safety, crime prevention and road traffic safety.

7. Desirable Knowledge, Skills and Abilities

- Ukrainian or Russian language skills.

Position Name: Public Order (Crowd Management) Adviser/Trainer	Employment Regime: Seconded	
Ref. number: UAO 072	Location: Kyiv	Availability: 3 January 2022
Department/Component/Unit: Operations Department/ Law Enforcement Agencies Component/ Police Unit	Level of Security Clearance: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Public Order (Crowd Management) Adviser/Trainer reports to the Head of the Police Unit.

2. Main Tasks and Responsibilities

- To identify and advise relevant Ukrainian partners on capacity and training opportunities in the public order field;
- To provide expertise to strengthen capabilities in the field, of public order issues;
- To develop curricula for public order and deliver training including in-service training;
- To support relevant Ukrainian partners in identifying appropriate equipment and infrastructure needed;
- To support host state authorities in implementing the new public order concept, developing strategies/policies/plans/curricula/ trainings institutions as directed by the Head of Police Unit;
- To identify required reforms and appropriate support to be provided by the Mission, including through advice/mentoring and/or direct training;
- 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 local counterparts in the area of responsibility.

3. General Tasks and Responsibilities

- To identify and report on lessons learned and best practices on public order/crowd management related aspects;
- To contribute and ensure timely reporting on activities related to public order/crowd management;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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**
- After having fulfilled in the last 10 years a minimum of 4 years of relevant professional experience in Public Order Policing at a minimum level of a Silver commander/Middle management Level, including Experience in national/international training units/programmes for Law Enforcement Agencies.

5. Essential Knowledge, Skills and Abilities

- Presentation skills;
- Innovative thinking;
- Ability to plan, multi-task and manage time effectively.

6. Desirable Qualifications and Experience

- Professional Training Qualification/Certification;
- Experience in national implementation of public order concepts or international efforts to support host state reforms in the area of Security Sector Reform (SSR)/Rule of Law.

7. Desirable Knowledge, Skills and Abilities

- Ukrainian or Russian language skills.

Position Name: Senior Adviser on Integrated Border Management (IBM) and Customs	Employment Regime: Seconded	
Ref. Number: UAO 082	Location: Kyiv	Availability: ASAP
Department/Component/Unit: Operations Department/ Law Enforcement Agencies Component/ IBM Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: Yes

1. Reporting Line

The Senior Adviser on Border/IBM and Customs reports to the Head of IBM Unit.

2. Main Tasks and Responsibilities

- To contribute on an operational level and in the field of expertise to the Mission mandate implementation in line with the OPLAN and Mission Implementation Plan;
- In partnership and cooperation with EUDEL, EU4IBM, EUBAM Moldova/Ukraine, FRONTEX, International Organisation for Migration (IOM) and other EU/international projects in Ukraine, to increase awareness and understanding amongst the Ukrainian State Border Guard Service and State Customs Service of the various models of special border policing and immigration control in the EU;
- To promote, encourage and advise the commanders and decision makers responsible for the State Customs Service Administration and State Border Guard Service of Ukraine to identify and take rapid changes;
- To support, advise and make recommendations on the development of strategic long-term institutional documents;
- To promote and enhance leadership and change management;
- To promote decentralisation of management and decision making methods;
- To advise the leadership of the State Border Guard Service of Ukraine and/or State Customs Administration on harmonisation of reforms with broader Civilian Security Sector Reform (CSSR) and, in particular, on the regional level;
- To support the implementation of the Integrated Broder Management Strategy 2020 – 2025 and the development of the Action Plan 2023-2025;
- To coordinate all activities closely with relevant EU and international actors working in support of the Ukrainian border agencies.

3. General Tasks and Responsibilities

- To identify and report on lessons learned and best practices on border management related aspects;
- To contribute and ensure timely reporting border management related activities;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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; **AND**

- A minimum of 6 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities

- Ability to mentor and motivate local counterparts;
- Knowledge of customs management and Integrated Border Management;
- Ability to represent the Mission at the highest levels of local counterparts.

6. Desirable Qualifications and Experience

- Experience of designing and delivering training;
- Experience in project management;
- International experience, particularly in crisis areas with multinational and/or international organisations.

7. Desirable Knowledge, Skills and Abilities

- Knowledge and understanding of the institutional, legal and policy frameworks integrating the value of gender mainstreaming;
- Ukrainian or Russian language skills.

Position Name: Senior Adviser on Integrated Broder Management (IBM)	Employment Regime: Seconded	
Ref. Number: UAO 083	Location: Kyiv	Availability: ASAP
Component/Department/Unit: Operations Department/Law Enforcement Agencies Component/ IBM Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: Yes

1. Reporting Line:

The Senior Adviser IBM reports to the Head of IBM Unit.

2. Main Tasks and Responsibilities:

- In partnership and cooperation with international actors in the field of Integrated Border Management (IBM), e.g. EU4IBM, EUDEL, International Centre for Migration Policy Development, International Organisation for Migration, and EUBAM Moldova/Ukraine, to increase awareness and understanding amongst responsible Ukrainian officials of various models of special border policing, customs tasks, and immigration control in the EU;
- To promote, encourage and advise commanders and decision makers responsible for the State Customs Service and Border Guard Service to identify and take rapid changes;
- To support and advise relevant IBM stakeholders, especially State Border Guard Service (including Coast Guard), Customs Service, State Migration Service, National Police of Ukraine, State Security Service, and Port Authorities, if applicable, in developing sustainable business processes, quality management and evaluation processes, as well as on coordination and cooperation with other authorities, related to IBM;
- Drafting of advice, action plans, roadmaps, operational plans, human resources management and administration related products, such as Standard Operational Procedures, reports, annual plans, projects, development plans and related documentation and training material in line with EU best practices;
- To plan and implement projects to promote IBM at national and regional level, including inter-agency cooperation, prevention of smuggling and illegal immigration, countering cross-border crime and anti-corruption;
- To coordinate all activities closely with all other EU and international actors working in support of the Ukrainian border agencies;
- To advise the leadership of the Border Guard and/or State Customs Service on harmonisation of reforms with broader Civilian Security Sector Reform's (CSSR).

3. General Tasks and Responsibilities:

- To identify and report on lessons learned on border management related aspects;
- To contribute and ensure timely reporting on border management activities;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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, after having fulfilled the education requirements;
- Extensive knowledge of European best practices, including Schengen Catalogue, Handbooks and Integrated Border Management development and implementation on national level.

5. Essential Knowledge, Skills and Abilities:

- Extensive experience and knowledge in Integrated Border Management related issues, at national level from Border Police/Guards, Customs, Migration or Police;
- Ability to mentor and motivate local counterparts;
- Knowledge of customs management and Integrated Border Management;
- Ability to represent the Mission at the highest levels of local counterparts;
- Excellent written English and drafting skills.

6. Desirable Qualifications and Experience:

- International or European experience in CSDP missions, JHA-agencies operations or equivalent;
- Experience of change management, related outreach and consultation;
- Experience in managing training projects and preparing of trainings or exercises in civilian security sector institutions;
- Experience in an international organisation operating in a conflict or immediate post-conflict situation;
- Experience in strategic analyses, planning and reporting as well as a sound understanding of strategic and operational considerations;
- Experience in the developing strategies, action plans, benchmarking, evaluation, legislative works and working in the central level of the agency or in a ministry;
- Experience in project management.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge and understanding of the institutional, legal and policy frameworks integrating the value of gender mainstreaming;
- Ukrainian or Russian language skills;
- Ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.

Position Name: Senior Adviser on Prosecution (Team Coordinator)	Employment Regime: Seconded	
Ref. Number: UAO 092	Location: Kyiv	Availability: 1 Feb 2022
Component/Department/Unit: Operations Department/ Rule of Law Component/ Prosecution and Judiciary Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: Yes

1. Reporting Line

The Senior Adviser on Prosecution (Management) (Team Coordinator) reports to the Head of Prosecution and Judiciary Unit.

2. Main Tasks and Responsibilities

- To provide strategic advice and assistance to the relevant Ukrainian partners in implementing reforms in accordance with the agreed policies and guidelines and in coordination with other international actors and stakeholders;
- To provide expertise to strengthen capabilities in the prosecution; this will include advice on policy relating to such matters as prosecutorial ethos, structural and operational organisation of the Public Prosecutor's Office, independence and self-governance, resource management and the vetting process of prosecutors;
- To provide awareness and advice to the national level Ukrainian prosecutorial leadership relating to the establishment of robust and effective human resources management and discipline procedures;
- To identify and advise the relevant Ukrainian partners on the capacity and training opportunities in the field prosecution;
- To support the relevant Ukrainian partners in identifying appropriate equipment and infrastructure needed to deliver effective prosecution;
- To manage and lead projects in the prosecution field;
- To coordinate activities of the team members of the Judiciary Team in line with the instruction/direction from the Head of Prosecution and Judiciary Unit
- To design and deliver training, as appropriate.

3. General Tasks and Responsibilities

- To identify and report on lessons learned and best practices related to prosecution;
- To contribute and ensure timely reporting on prosecution related activities;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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 6 years of relevant professional experience, out of which a minimum of 3 years of experience in prosecution management, after having fulfilled the educational requirements.

5. Essential Knowledge, Skills and Abilities

- Ability to mentor and motivate local counterparts;
- Ability to engage with senior officials/ governmental level decision makers;
- Knowledge of prosecution service.

6. Desirable Qualifications and Experience

- Experience of designing and delivering training;
- Experience in project management.

7. Desirable Knowledge, Skills and Abilities

- Ukrainian or Russian language skills;
- Ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.

Position Name: Senior Adviser on Legal Reform (Team Coordinator)	Employment Regime: Seconded	
Ref. Number: UAO 096	Location: Kyiv	Availability: ASAP
Component/Department/Unit: Operations/ Rule of Law Component/ Prosecution and Judiciary Unit	Level of Security Clearance: EU CONFIDENTIAL	Open to Invited Third States: Yes

1. Reporting Line

The Senior Adviser on Legal Reform (Team Coordinator) reports to the Head of Prosecution and Judiciary Unit.

2. Main Tasks and Responsibilities

- To provide strategic advice and assistance to the relevant Ukrainian partners in developing a legal/regulatory framework in accordance with the agreed policies, guidelines and best practices and in coordination with other international actors and stakeholders;
- To coordinate activities of the team members of the Judiciary Team in line with the instruction/direction from the Head of Prosecution and Judiciary Unit;
- To assist relevant Ukrainian authorities in identifying and analysing SSR related legislative needs, challenges, options and solutions;
- To analyse Ukrainian (draft) legislation, international and EU standards and EU Members States legislation, draft legal analysis, memoranda and opinions;
- To develop comments to Ukrainian (draft) legislation and to draft specific legal provisions;
- To provide comparative studies on international legal standards and legislation of EU countries pertaining to specific areas of SSR reform;
- To provide expertise to strengthen capabilities in legislative drafting, including advanced legal expertise, analysis and advice on related Ukrainian legislation pertaining to Security Sector Reform (SSR);
- To identify and advise the relevant Ukrainian partners on the capacity and training opportunities in the legal reform and legislative drafting field;
- To assist in the implementation of training activities for legislative drafting;
- To identify, analyse and disseminate information on all legislative drafting activities within her/his area of responsibility as required;
- To assist and/or take part in working groups and committees formed by Ukrainian authorities to review legislation and/or be embedded within a local institution, security permitting;
- To serve as a contact point in communication between the Head of Prosecution and Judiciary Unit and the Judiciary Team;
- To assist the Head of Prosecution and Judiciary Unit and the Head of Rule of Law Component in prioritising which Ukrainian legislative acts the team should concentrate on.

3. General Tasks and Responsibilities

- To identify and report on lessons learned and best practices related to legal reform;
- To contribute and ensure timely reporting on legal reform related activities;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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 **AND**
- A minimum of 6 years of relevant professional experience, out of which 5 in legislative frameworks and legal drafting after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities

- Knowledge of EU Human Rights legislation, including standards and best practices developed by the countries within the Council of Europe;
- Excellent analytical legal drafting skills;
- Excellent interpersonal and communication skills;
- Ability to engage with senior officials, to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity;
- Proven ability to address these subjects both at central and regional level.

6. Desirable Qualifications and Experience

- International experience, particularly in crisis areas with multinational and/or international organizations
- Experience in parliamentary process, international law, procedural law, administrative law, criminal law, contract law and labour law.

7. Desirable Knowledge, Skills and Abilities

- Understanding of Ukrainian law
- Knowledge of the political, cultural and security situation of the Mission area and other areas within the same geopolitical region.

Position Name: Senior Adviser on Legal Reform	Employment Regime: Seconded	
Ref. Number: UAO 097	Location: Kyiv	Availability: 3 Feb 2022
Department/Component/Unit: Operations Department/ Rule of Law Component/ Prosecution and Judiciary Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: Yes

1. Reporting Line

The Senior Adviser on Legal Reform reports to the Head of Prosecutorial and Judiciary Unit.

2. Main Tasks and Responsibilities

- To provide strategic advice and assistance to relevant Ukrainian partners in developing a legal/regulatory framework in accordance with the agreed policies, guidelines and best practices and in coordination with other international actors and stakeholders;
- To assist the relevant Ukrainian authorities in identifying and analysing Security Sector Reform (SSR) related legislative needs, challenges, options and solutions;
- To advise the Ukrainian authorities in the harmonisation of SSR and associated legislation;
- To analyse Ukrainian (draft) legislation, international and EU standards and EU Members State legislation, draft legal analysis, memoranda and opinions;
- To develop comments to Ukrainian (draft) legislation and to draft specific legal provisions and legislation of EU countries pertaining to specific areas of SSR reform;
- To provide expertise to strengthen capabilities in legislative drafting, including advanced legal expertise, analysis and advice on related Ukrainian legislation pertaining to Civilian Security Sector Reform (CSSR);
- To identify and advise the relevant Ukrainian partners on the capacity and training opportunities in the legal reform and legislative drafting field;
- To design and deliver training, as appropriate.

3. General Tasks and Responsibilities

- To identify and report on lessons learned and best practices related to legal reform;
- To contribute and ensure timely reporting on legal reform related activities;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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 6 years of relevant professional experience, out of which a minimum of 3 years of experience in legislative frameworks and legal drafting, after having fulfilled the education requirements,

5. Essential Knowledge, Skills and Abilities

- Ability to mentor and motivate local counterparts;
- Knowledge of legislative procedures.

6. Desirable Qualifications and Experience

- Experience of designing and delivering training;
- Experience in the following: parliamentary process; international law, procedural law, administrative law, criminal law, contract law and labour law;
- Experience in project management;
- Understanding of Ukrainian law.

7. Desirable Knowledge, Skills and Abilities

- Ukrainian or Russian language skills.

Position Name: Head of Criminal Investigation and Organised Crime Unit	Employment Regime: Seconded	
Ref. Number: UAO 100	Location: Kyiv	Availability: 3 Jan 2022
Component/Department/Unit: Operations Department/Rule of Law Component/ Criminal Investigation & Organised Crime Unit	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line

The Head of Criminal Investigation and Organised Crime Unit reports to the Head of Rule of Law Component.

2. Main Tasks and Responsibilities

- To provide strategic advice and assistance to relevant Ukrainian partners in implementing reforms in accordance with the agreed policies and guidelines and in coordination with other international actors and stakeholders;
- To guide the Unit's work in identifying and addressing structural needs in the performance and accountability of the Ukrainian counterparts countering organised crime and handling criminal investigations through strategies, organisational change processes, legislation and institutional development;
- To coordinate the Mission's strategic advice to Ukrainian counterparts in the field of fighting organised crime and its transnational aspects, including special instruments as witness protection and strategic, operational and tactical criminal analysis (e.g. Intelligence Led Policing) and aspects on forensics, cybercrimes, financial crimes, financial investigations and counter-terrorism;
- To advise on strategic level to set up and implement countrywide Regional Organised Crime Task Forces;
- To coordinate the Mission's strategic advice to Ukrainian counterparts on criminal investigations, ensuring also that the advisers on criminal investigations in the Field Offices assist in implementing the Mission's advice on strategic policies and projects;
- To support the development of the capacities of Ukrainian Law Enforcement Agencies in the field of combating organised crime and handling criminal investigations through mentoring and advising;
- To be the key interlocutor on strategic level with the Heads of Ukrainian counterparts combating organised crime and handling criminal investigations and other key partners;
- To liaise and coordinate on subject matter issues with the Heads of Field Offices and Mobile Unit when tasking their subject matter experts;

3. General Tasks and Responsibilities

- To identify and report on lessons learned and best practices related to criminal investigation and organised crime;
- To contribute and ensure timely reporting on criminal investigation and organised crime related activities;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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 7 years of relevant professional experience, experience in change management, management and implementation of reform programmes, out of which a minimum of 3 years at a management level, after having fulfilled the education requirements;
- Substantial experience in criminal investigations, including investigating organised crime cases and dismantling criminal organisations;
- Substantial experience in leading organised crime unit / department and in coordination with other Law Enforcement Agencies and the prosecution service (e.g. task forces);
- Experience of working with JHA agencies in particular with EUROPOL and INTERPOL.

5. Essential Knowledge, Skills and Abilities

- Knowledge of the EU Policy Cycle, its implementation and knowledge of serious and organised crime threat assessment;
- Knowledge of drafting legislation related to practical aspects of fighting organised crime;
- Knowledge of strategic, operational and tactical criminal analysis;
- Ability to mentor and motivate staff;
- Ability to manage and coordinate a diverse team.

6. Desirable Qualifications and Experience

- Experience working in or with task forces fighting Organised Crime;
- Experience working in joint investigating teams;
- Experience in project management, including planning, budgeting, implementation and evaluation;
- International experience at strategic level in fragile and conflict affected states, bilaterally or with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities

- Ukrainian and/or Russian language skills.

Position Name: Senior Adviser on Witness Protection	Employment Regime: Seconded	
Ref. Number: UAO 114	Location: Kyiv	Availability: ASAP
Department/Component/Unit: Operations Department/Rule of Law Component/ Criminal Investigation & Organised Crime Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: Yes

1. Reporting Line

The Senior Adviser on Witness Protection reports to the Head of Criminal Investigation and Organised Crime Unit.

2. Main Tasks and Responsibilities

- To support the Mission's efforts in addressing less developed structural areas in the performance and accountability of Ukrainian counterparts and to propose solutions for developing and strengthening counterparts/institutions;
- To provide expertise and strategic advice to strengthen capabilities on witness protection and organised crime;
- To facilitate the support of the European Agencies, e.g. EUROPOL, and EU Member States' Law Enforcement Agencies;
- To identify and advise the relevant Ukrainian partners on the capacity and training opportunities on witness protection and organised crime;
- To support relevant Ukrainian partners in identifying appropriate equipment and infrastructure needed to deliver effective on witness protection and organised crime;
- To manage and lead projects on witness protection and organised crime;
- To advise and support relevant Ukrainian partners in implementing externally funded projects or initiatives in his/her field of expertise.

3. General Tasks and Responsibilities

- To identify and report on lessons learned and best practices related to witness protection;
- To contribute and ensure timely reporting on to witness protection related activities;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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 in the field of fighting organised crime, after having fulfilled the education requirements.
- Experience from the national witness protection program of an EU Member State and of international cooperation in this area, including practical knowledge on EUROPOL and EU Member States platforms capabilities for witness protection.

5. Essential Knowledge, Skills and Abilities

- Ability to mentor and motivate local counterparts;
- Profound knowledge of managing witness protection programmes;
- Ability to engage with senior officials/ governmental level decision makers.

6. Desirable Qualifications and Experience

- Experience of designing and delivering trainings;
- Experience in project management;
- Experience of international cooperation in the field of witness protection and organised crime.

7. Desirable Knowledge, Skills and Abilities

- Knowledge and understanding of the institutional, legal and policy frameworks integrating the value of gender mainstreaming;
- Ukrainian or Russian language skills.

Position Name: Senior Adviser on Forensic Identification	Employment Regime: Seconded	
Ref. Number: UAO 115	Location: Kyiv	Availability: ASAP
Department/Component/Unit: Operations Department/Rule of Law Component/ Criminal Investigation & Organised Crime Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: Yes

1. Reporting Line

The Senior Adviser on Forensic Identification reports to the Head of Criminal Investigation and Organised Crime Unit.

2. Main Tasks and Responsibilities

- To provide expertise on strengthening forensic identification capabilities;
- To facilitate the support of the European Agencies, e.g. EUROPOL, and EU Member States' Law Enforcement Agencies;
- To support the relevant Ukrainian partners in identifying the appropriate equipment and infrastructure needed to modernise and enhance forensic identification;
- To manage and lead projects on forensic identification and to advise and support the relevant Ukrainian partners in implementing externally funded projects/initiatives in his/her field of expertise;
- To assist in the implementation of training activities on forensic identification.

3. General Tasks and Responsibilities

- To identify and report on lessons learned and best practices related to forensic identification;
- To contribute and ensure timely reporting on forensic identification related activities;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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** police or military equivalent education or training and rank; **AND**
- After having fulfilled the educational requirements a minimum of 6 years of relevant professional experience in the fields of forensic identification and/or crime scene investigation, for example crime scene management, collection of evidence and/or crime scene photography.

5. Essential Knowledge, Skills and Abilities

- Ability to mentor and motivate local counterparts;
- Profound knowledge of forensics matters, in particular with regard to criminal investigations;
- Ability to engage with senior officials/ governmental level decision makers.

6. Desirable Qualifications and Experience

- Experience of designing and delivering training;
- Experience in project management.

7. Desirable Knowledge, Skills and Abilities

- Ukrainian or Russian language skills.

Position Name: Senior Adviser on Specialised Law Enforcement Agencies	Employment Regime: Seconded	
Ref. Number: UAO 121	Location: Kyiv	Availability: 3 Feb 2022
Department/Component/Unit: Operations Department/ Rule of Law Component/ Criminal Investigation & Organised Crime Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: Yes

1. Reporting Line

The Senior Adviser on Specialised Law Enforcement Agencies reports to the Head of Criminal Investigations and Organised Crime Unit

2. Main Tasks and Responsibilities

- To provide strategic advice and assistance to specialised Law Enforcement Agencies (LEA), such as the State Bureau of Investigation and the Bureau of Economic Security, in implementing reforms in accordance with the agreed policies and guidelines and in coordination with other international actors and stakeholders; This will include advice on good practices in internal and inter-agency coordination, management of specialised investigations, professional ethos, resource management and training;
- To provide awareness and advice to the leadership relating to the establishment of robust and effective internal investigations and discipline;
- To provide expertise to establish these Law Enforcement Agencies and strengthen their capabilities. This will include advice on legislation, policies, structure, operational organisation, independence, resource management;
- To support the specialised Law Enforcement Agencies in identifying appropriate equipment, the needed infrastructure and the need of specialised training to deliver their tasks effectively;
- To advise and support specialised Law Enforcement Agencies in implementing externally funded projects/initiatives in his/her field of expertise;
- To design and deliver training, as appropriate.

3. General Tasks and Responsibilities

- To identify and report on lessons learned and best practices related to Law Enforcement Agencies;
- To contribute and ensure timely reporting on Law Enforcement Agencies related activities;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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 after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities

- Ability to mentor and motivate local counterparts;
- Ability to engage with senior officials/ governmental level decision makers;
- Knowledge of project management.

6. Desirable Qualifications and Experience

- Experience of designing and delivering trainings;
- Experience in project management;
- Experience working with Law Enforcement Agencies at central level;
- Experience in reforming / setting up Law Enforcement Agencies.

7. Desirable Knowledge, Skills and Abilities

- Ukrainian or Russian language skills.

Position Name: Senior Adviser on Public Oversight	Employment Regime: Seconded	
Ref. Number: UAO 131	Location: Kyiv	Availability: ASAP
Department/Component/Unit: Operations Department/ Rule of Law Component/National and State Security Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: Yes

1. Reporting Line

The Senior Adviser Public Oversight reports to the Head of National and State Security Unit.

2. Main Tasks and Responsibilities

- To provide strategic advice to the relevant Ukrainian partners in the development and strengthening of oversight mechanisms (external and internal) in the Ukrainian Civilian Security Sector with a special focus on security/intelligence and Law Enforcement Agencies and in coordination with other international actors and stakeholders;
- To promote and share of best practice on the Civilian Security Sector oversight;
- To ensure a comprehensive understanding of the current state of play in civilian security sector oversight by constantly assessing progress and identifying actual and potential risks to reform implementation;
- To identify, analyse and disseminate information on developments and activities in the field of public oversight in the Civilian Security Sector;
- To raise awareness about the importance of public oversight among security/intelligence apparatus and Law Enforcement Agencies, governmental institutions, members of parliament and civil society organisations;
- To identify and advise relevant Ukrainian partners on capacity building and training opportunities in public oversight;
- To support the relevant Ukrainian partners in identifying the appropriate equipment and infrastructure needed to deliver effective public oversight, including parliamentary oversight, citizen oversight and accountability to the public;
- To manage and lead projects aimed at improving public oversight capacity in the Civilian Security Sector;
- To design and deliver training, as appropriate.

3. General Tasks and Responsibilities:

- To contribute to the Mission reporting and information flow on public oversight related aspects;
- To identify and report on lessons learned and best practices related to public oversight;
- Take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related task as requested by the Line Manager(s).

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, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities

- Knowledge of best practices of external/public and internal oversight in the Civilian Security Sector;
- Ability to mentor and motivate local counterparts;
- Ability to engage with senior officials/governmental level decision makers.

6. Desirable Qualifications and Experience

- Experience of designing and delivering trainings;
- Experience in project management.

7. Desirable Knowledge, Skills and Abilities

- Ukrainian or Russian language skills.

Position Name: Senior Adviser on National and State Security	Employment Regime: Seconded	
Ref. Number: UAO 132	Location: Kyiv	Availability: 11 Feb 2022
Department/Component/Unit: Operations Department/Rule of Law Component/National and State Security Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: Yes

1. Reporting Line

The Senior Adviser on National and State Security reports to the Head of National and State Security Unit.

2. Main Tasks and Responsibilities

- To provide strategic advice and assistance to Ukrainian counterparts in implementing reforms in accordance with the agreed policies and guidelines and in coordination with other international actors and stakeholders;
- To support reform and institutional development of Ukrainian counterparts, notably the Security Service of Ukraine (SSU), the Foreign Intelligence Service of Ukraine (FISU), and the National Security and Defence Council of Ukraine (NSDC);
- To provide strategic advice and assistance to the above counterparts and relevant parliamentary committees, in close coordination and cooperation with other international stakeholders, including the EUDEL, NATO and the US Embassy;
- To provide strategic advice on key strategies and reform initiatives relating to intelligence and security issues, including the Ukraine National Security Strategy and its sectoral strategies, SSU reform strategy, and the draft SSU-law and related laws;
- To advise and support NSDC, SSU, and FISU in improving their intelligence analyses and management capabilities as well as improving their decision-making processes towards an intelligence-based model;
- To support the development of the SSU's and FISU's capabilities to counter hybrid threats information operations, Open Source Intelligence, Human Intelligence, Financial Intelligence, intelligence-, operational-, tactical- and strategic analysis, counter terrorism and counter-intelligence;
- To provide advice on the establishment of robust and effective internal audit, oversight and discipline processes;
- To assist relevant Ukrainian authorities in identifying and analysing SSR-related legislative needs, challenges, options and solutions;
- To liaise with the Field Offices and the Mobile Unit when tasking possible subject matter experts;
- To design and deliver trainings, as appropriate.

3. General Tasks and Responsibilities

- To contribute to the Mission reporting and information flow on national and state security related aspects;
- To identify and report on lessons learned and best practices related to national and state security aspects;

- Take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related task as requested by the Line Manager(s).

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 six (6) years of relevant professional experience preferably in a relevant ministry, national intelligence or security service, dealing also with strategic work and international cooperation, experience in change management, management and implementation of reform programmes, after having fulfilled the education requirements.
- Experience at the senior level from a modern and effective security or intelligence service.

5. Essential Knowledge, Skills and Abilities

- Networking abilities - ability to work with intelligence/security services and related stakeholders such as civil society groups;
- Ability to mentor and motivate local counterparts;
- Knowledge of intelligence-related matters;
- Ability to engage with senior officials/ governmental level decision makers.

6. Desirable Qualifications and Experience

- Ukrainian and/or Russian language skills;
- Experience of reform of a security/intelligence service;
- Experience of providing strategic advice to international interlocutors and moving reform processes forward;
- International experience at strategic level in fragile and conflict affected states, bilaterally or with multinational and international organisations;
- Experience of designing and delivering trainings;
- Experience in project management.

7. Desirable Knowledge, Skills and Abilities

- Understanding of Ukrainian law;
- Understanding and knowledge of Ukrainian challenges in the area of intelligence.

Position Name: National and State Security Adviser/Trainer	Employment Regime: Seconded	
Ref. number: UAO 133	Location: Kyiv	Availability: 12 Apr 2022
Department/Component/Unit: Operations Department/ Rule of Law Component/National and State Security Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: Yes

1. Reporting Line

The National and State Security Adviser/Trainer reports to the Head of National and State Security Unit.

2. Main Tasks and Responsibilities

- To support the reform and institutional development of the Ukrainian counterparts, notably the Security Service of Ukraine (SSU), the Foreign Intelligence Service of Ukraine (FISU), and the National Security and Defence Council of Ukraine (NSDC);
- To provide strategic advice and assistance to the above counterparts and relevant parliamentary committees, in close coordination and cooperation with other international stakeholders, including the EUDEL, NATO and the US Embassy;
- To deliver Mission's advice on key strategies and reform initiatives relating to intelligence and security issues, including the Ukraine National Security Strategy and its sectoral strategies, the SSU reform strategy, and the draft SSU-law and related laws;
- To advise and support NSDC, SSU, and FISU in improving their intelligence analyses and management capabilities as well as improving its decision-making process toward an intelligence-based model;
- To advise and support on internal and external oversight, including on the establishment of a Parliamentary Oversight Committee;
- To render support to relevant Ukrainian counterparts on digitalisation;
- To support the development of the SSU's and FISU's capability to counter hybrid threats information operations, open source intelligence, human intelligence and financial intelligence, intelligence-, operational-, tactical- and strategic analysis, counter terrorism and counter intelligence;
- To deliver subject-matter trainings for SSU and FISU;
- To advise and support the relevant Ukrainian partners in implementing externally funded projects/ initiatives in his/her field of expertise;
- To support host state authorities in developing training strategies/policies/plans/curricula/ training institutions as directed by the Head of National and State Security Unit;
- To conduct Mission direct training activities according to the OIF and the relevant agreed training curricula;
- To identify and report on lessons learned and best practices within the respective field of responsibility.

3. General Tasks and Responsibilities

- To contribute and ensure timely reporting on activities related to national and state security;
- To identify and report on lessons learned and best practices on aspects related to national and state security;
- Take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related task as requested by the Line Manager(s).

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. The qualification should be in any of the fields of Social Sciences (e.g. Political Science, International Relations, Law, Economics) or Business Administration/Management **OR** police or military equivalent education or training and rank; **AND**
- A minimum of 4 years of relevant professional experience, after having fulfilled the education requirements;
- Professional Training Qualification from recognised institute;
- Experience in international work/missions/projects to support host state reforms in the area of Security Sector/Rule of Law.

5. Essential Knowledge, Skills and Abilities

- Experience of designing and delivering trainings;
- Knowledge of the Training of Trainers concept.

6. Desirable Qualifications and Experience

- Experience in project management.

7. Desirable Knowledge, Skills and Abilities

- Knowledge and understanding of the institutional, legal and policy frameworks integrating the value of gender mainstreaming;
- Ukrainian and Russian language skills

Position Name: National and State Security Adviser	Employment Regime: Seconded	
Ref. Number: UAO 134	Location: Kyiv	Availability: 3 Jan 2022
Component/Department/Unit: Operations Department/Rule of Law Component/ National and State Security Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: Yes

1. Reporting Line:

The National and State Security Adviser reports to the Head of National and State Security Unit.

2. Main Tasks and Responsibilities:

- To support the reform and institutional development of the Ukrainian counterparts, notably the Security Service of Ukraine (SSU), the Foreign Intelligence Service of Ukraine (FISU), and the National Security and Defence Council of Ukraine (NSDC);
- To provide strategic advice and assistance to the above counterparts and relevant parliamentary committees, in close coordination and cooperation with other international stakeholders, including the EUDEL, NATO and the US Embassy;
- To deliver Mission's advice on key strategies and reform initiatives relating to intelligence and security issues, including the Ukraine National Security Strategy and its sectoral strategies, the SSU reform strategy, and the draft SSU-law and related laws;
- To advise and support NSDC, SSU, and FISU in improving their intelligence analyses and management capabilities as well as improving their decision-making processes towards an intelligence-based model;
- To advise and support on internal and external oversight, including on the establishment of a Parliamentary Oversight Committee;
- To render support to relevant Ukrainian counterparts on digitalisation;
- To support the development of the SSU's and FISU's capabilities to counter hybrid threats information operations, open source intelligence, human intelligence, financial intelligence, intelligence-, operational-, tactical- and strategic analysis, counter terrorism and counter intelligence;
- To assist relevant Ukrainian authorities in identifying and analysing SSR-related legislative needs, challenges, options and solutions;
- To liaise with the Field Offices and the Mobile Unit when tasking possible subject matter there.

3. General Tasks and Responsibilities:

- To contribute and ensure timely reporting on activities related to national and state security;
- To identify and report on lessons learned and best practices on aspects related to national and state security;
- Take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related task as requested by the Line Manager(s).

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, preferably in a relevant ministry, national intelligence, or security service, dealing also with strategic work and international cooperation, experience in change management, management and implementation of reform programmes, after having fulfilled the education requirements.
- Experience at the senior level from a modern and effective security or intelligence service.

5. Essential Knowledge, Skills and Abilities:

- Practical understanding of legal reform processes including the development of legal policy and legislation.

6. Desirable Qualifications and Experience:

- Master's degree in management, business administration or other related subjects, or international/national certificate/diploma in management/leadership;
- Ukrainian and/or Russian language skills;
- Experience of reform of a security/intelligence service;
- Experience in project management, including planning, budgeting, implementation and evaluation;
- Experience of providing strategic advice to international interlocutors and moving reform processes forward;
- International experience at strategic level in fragile and conflict affected states, bilaterally or with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Understanding of Ukrainian law;
- Understanding and knowledge of Ukrainian challenges in the area of intelligence.

Position Name: Adviser/Trainer on Criminal Investigations	Employment Regime: Seconded	
Ref. Number: KHO 004	Location: Kharkiv	Availability: 17 Feb 2022
Department/Component/Unit: Operations Department /Field Office	Security Clearance Level: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Adviser on Criminal Investigations reports to the Head of Field Office.

2. Main 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 OPLAN and Mission Implementation Plan;
- To provide expertise to strengthen the capabilities in the criminal investigation field;
- To support the adoption of a service-minded and citizen-oriented approach through the development and implementation of SOPs and manuals;
- To identify and advise the relevant regional/local Ukrainian partners on the capacity and training opportunities in the criminal investigations field;
- To support relevant regional/local Ukrainian partners in identifying appropriate equipment and infrastructure needed to deliver effective training;
- To work as an Adviser travelling within the Mission's area of operations as per EUAM HQ direction;
- To identify, analyse and disseminate information on all regional/local criminal investigations (including organised crime) activities within her/his area of responsibility as required;
- To design and deliver training, as appropriate.

3. General Tasks and Responsibilities

- To contribute and ensure timely reporting on activities related to criminal investigations;
- To identify and report on lessons learned and best practices on aspects related to criminal investigations;
- Take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related task as requested by the Line Manager(s).

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 national/international training units/programmes for Law Enforcement Agencies, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities

- Presentation skills;
- Ability to plan, multi-task and manage time effectively.

6. Desirable Qualifications and Experience

- Professional Training Qualification/Certification;
- Experience in international efforts to support host state reforms in the area of Security Sector/Rule of Law.

7. Desirable Knowledge, Skills and Abilities

- Ukrainian or Russian language skills.

Position Name: Adviser/Trainer on Good Governance	Employment Regime: Seconded	
Ref. Number: KHO 006	Location: Kharkiv	Availability: 7 Dec 2021
Department/Component/Unit: Operations Department /Field Office	Security Clearance Level: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Adviser/Trainer on Good Governance reports to the Head of Field Office.

2. Main Tasks and Responsibilities

- To support host state authorities in developing training strategies/policies/plans/curricula/training institutions as directed by the Head of Field Office;
- Together with the relevant experts in the Field Office to support the establishment of a systematic and sustainable dialogue amongst Civil Society Organisation's(CSO's) , Law Enforcement Agencies and regional and local administration;
- To identify required reforms and appropriate support to be provided by the Mission, including advice/mentoring and/or direct training;
- To identify (map) CSO's engaged in civilian security and safety matters;
- To support the Field Office' contribution to the Mission's internal and external reporting against benchmarking;
- To identify and report on lessons learned and best practices within the respective field of responsibility;
- To contribute on an operational level and in his/her field of expertise to the Mission's Mandate implementation in line with the OPLAN and Mission Implementation Plan;
- To provide expertise to strengthen the capabilities in the field of good governance, focusing on the support to a constructive dialogue between CSO's and Law Enforcement Agencies;
- To work as an Adviser/Trainer travelling within the Mission's area of operations as required;
- To identify, analyse and disseminate information on all regional/local good governance activities within her/his area of responsibility as required.

3. General Tasks and Responsibilities

- To contribute to the Mission reporting and information flow related to governance;
- To identify and report on lessons learned and best practices on aspects related to governance;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related task as requested by the Line Manager(s).

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. The qualification should be in any of the fields of Social Sciences (e.g. Political Science,

International Relations, Law, Economics etc.) or Business Administration/Management or a closely related field of expertise; **AND**

- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements;
- Experience in working with civil society in the area of Security Sector Reform (SSR).

5. Essential Knowledge, Skills and Abilities

- Presentation skills;
- Ability to plan, multi-task and manage time effectively.

6. Desirable Qualifications and Experience

- Experience in international work/missions/projects to support host state reforms in the area of Security Sector/Rule of Law;
- Professional Training Qualification from recognised institute;
- Project management experience in Civilian Security Sector.

7. Desirable Knowledge, Skills and Abilities

- Knowledge and understanding of the institutional, legal and policy frameworks integrating the value of gender mainstreaming;
- Ukrainian or Russian language skills.

Position Name: Senior Adviser on Criminal Investigations	Employment Regime: Seconded	
Ref. Number: LVO 005	Location: Lviv	Availability: 3 Jan 2022
Component/Department/Unit: Operations Department/ Field Office	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: Yes

1. Reporting Line:

The Senior Adviser on Criminal Investigations reports to the Head of Field Office.

2. Main Tasks and Responsibilities:

- To provide strategic advice and assistance to relevant local Ukrainian partners in implementing reforms in accordance with the agreed policies and guidelines and in coordination with other international actors and stakeholders;
- To support the development of the capacities of local Ukrainian Law Enforcement Agencies in the field of criminal investigations through mentoring and advising;
- To advice local Ukrainian counterparts on strategic level regarding all training related issues in criminal investigations, such as need assessment for training, development of curricula, Training of Training concept, etc.;
- To support relevant Ukrainian partners in identifying appropriate equipment and infrastructure needed to modernise and effective criminal investigations;
- To be the key local interlocutor on strategic level with the Heads of regional Law Enforcement Agencies on criminal investigations and other key partners;
- To manage and lead projects on criminal investigations;
- To continuously liaise and coordinate all initiatives with staff in the Criminal Investigations and Organised Crime Unit in the Mission HQ to ensure that the Field Office assist in implementing the Mission's advice on strategic policies and projects and, when appropriate, a uniform application of the Mission's advice throughout Ukraine.

3. General Tasks and Responsibilities:

- To ensure timely reporting on criminal investigations activities as per planning documents, in particular progress/lack of progress;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To identify best practice and lessons learned on aspects related to criminal investigations;
- To undertake any other related task as requested by the Line Manager(s).

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;

- A minimum of 6 years of relevant professional experience, after having fulfilled the education requirements; experience in change management, management and implementation of reform programmes;
- Experience in coordinating with other Law Enforcement Agencies and the prosecution service.

5. Essential Knowledge, Skills and Abilities:

- Ability to mentor and motivate local counterparts;
- Deep knowledge and experience in all matters related to criminal investigations;
- Knowledge of strategic, operational and tactical criminal analysis;
- Ability to represent the Mission at the highest levels of local counterparts;
- Ability to identify training needs of the counterparts and draft a training curricular for criminal police.

6. Desirable Qualifications and Experience:

- Experience of designing and delivering trainings;
- International experience, particularly in crisis areas with multinational and/or international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Ukrainian and/or Russian language skills.

Position Name: Adviser/Trainer on Good Governance	Employment Regime: Seconded	
Ref. Number: LVO 007	Location: Lviv	Availability: 15 March 2022
Department/Component/Unit: Operations Department /Field Office	Security Clearance Level: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Adviser/Trainer on Good Governance reports to the Head of Field Office.

2. Main Tasks and Responsibilities

- To support host state authorities in developing training strategies/policies/plans/curricula/training institutions as directed by the Head of Field Office;
- Together with the relevant experts in the Field Office to support the establishment of a systematic and sustainable dialogue amongst Civil Society Organisations (CSO's), Law Enforcement Agencies and regional and local administration;
- To identify required reforms and appropriate support to be provided by the Mission, including advice/mentoring and/or direct training;
- To identify (map) CSO's engaged in civilian security and safety matters;
- To support the Field Office' contribution to the Mission's internal and external reporting against benchmarking;
- To identify and report on lessons learned and best practices within the respective field of responsibility;
- To contribute on an operational level and in his/her field of expertise to the Mission's Mandate implementation in line with the OPLAN and Mission Implementation Plan;
- To provide expertise to strengthen the capabilities in the field of good governance, focusing on the support to a constructive dialogue between CSO's and Law Enforcement Agencies;
- To work as an Adviser/Trainer travelling within the Mission area of operations as required;
- To identify, analyse and disseminate information on all regional/local good governance activities within her/his area of responsibility as required.

3. General Tasks and Responsibilities

- To identify and report on lessons learned and best practices aspects related to governance training;
- To contribute and ensure timely reporting on governance training related activities;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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. The qualification should be in any of the fields of Social Sciences (e.g. Political Science, International Relations, Law, Economics etc.) or Business Administration/Management or a closely related field of expertise; **AND**

- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements;
- Experience in working with civil society in the area of Security Sector Reform (SSR).

5. Essential Knowledge, Skills and Abilities

- Presentation skills;
- Ability to plan, multi-task and manage time effectively;

6. Desirable Qualifications and Experience

- Experience in international work/missions/projects to support host state reforms in the area of Security Sector/Rule of Law;
- Professional Training Qualification from recognised institute;
- Project management experience in the Civilian Security Sector.

7. Desirable Knowledge, Skills and Abilities

- Knowledge and understanding of the institutional, legal and policy frameworks integrating the value of gender mainstreaming;
- Ukrainian or Russian language skills.

Position Name: Adviser/Trainer on Good Governance	Employment Regime: Seconded	
Ref. Number: MAO 004	Location: Mariupol	Availability: 4 April 2022
Department/Component/Unit: Operations Department /Field Office	Security Clearance Level: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Adviser/Trainer on Good Governance reports to the Head of Field Office.

2. Main Tasks and Responsibilities

- To support host state authorities in developing training strategies/policies/plans/curricula/ training institutions as directed by the Head of Field Office;
- Together with the relevant experts in the Field Office to support the establishment of a systematic and sustainable dialogue amongst Civil Society Organisations (CSO's), Law Enforcement Agencies and regional and local administration;
- To identify required reforms and appropriate support to be provided by the Mission, including advice/mentoring and/or direct training;
- To identify (map) CSO's engaged in civilian security and safety matters;
- To support the Field Office contribution to the Mission internal and external reporting against benchmarking;
- To identify and report on lessons learned and best practices within the respective field of responsibility;
- To contribute on an operational level and in his/her field of expertise to the Mission's Mandate implementation in line with the OPLAN and Mission Implementation Plan;
- To provide expertise to strengthen the capabilities in the field of good governance, focusing on the support to a constructive dialogue between CSO's and Law Enforcement Agencies;
- To work as an Adviser/Trainer travelling within the Mission area of operations as required;
- To identify, analyse and disseminate information on all regional/local good governance activities within her/his area of responsibility as required.

3. General Tasks and Responsibilities

- To identify and report on lessons learned and best practices aspects related to governance training;
- To contribute and ensure timely reporting on governance training related activities;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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. The qualification should be in any of the fields of Social Sciences (e.g. Political Science, International Relations, Law, Economics etc.) or Business Administration/Management or a closely related field of expertise; **AND**

- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements;
- Experience in working with civil society in the area of Security Sector Reform (SSR).

5. Essential Knowledge, Skills and Abilities

- Presentation skills;
- Ability to plan, multi-task and manage time effectively;

6. Desirable Qualifications and Experience

- Experience in international work/missions/projects to support host state reforms in the area of Security Sector/Rule of Law;
- Professional Training Qualification from recognised institute;
- Project management experience in Civilian Security Sector.

7. Desirable Knowledge, Skills and Abilities

- Knowledge and understanding of the institutional, legal and policy frameworks integrating the value of gender mainstreaming;
- Ukrainian or Russian language skills.

Position Name: Senior Border Adviser on Integrated Border Management (IBM)	Employment Regime: Seconded	
Ref. Number: MAO 010 MAO 011	Location: Mariupol	Availability: 3 Jan 2022
Department/Component/Unit: Operations Department/Field Office	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: Yes

1. Reporting Line

The Senior Border/IBM Adviser reports to the Head of Field Office.

2. Main Tasks and Responsibilities

- To provide advice and assistance to relevant regional and local Ukrainian partners in implementing the Integrated Border Management (IBM) and institutional reforms in accordance with the EUAM HQ policies, priorities and direction in the area of National Integrated Border Management Strategy, Action Plan and other strategic and operational plans;
- To support and advise the regional IBM stakeholders (including State Border Guard Service, Coast Guard, Customs Service, State Migration Service, National Police of Ukraine, State Security Service and others as applicable) in developing sustainable business processes, quality management and evaluation processes, as well as coordination with other regional authorities, related to IBM;
- To support and advise on the adjustment of legal and regulatory base of law enforcement functions of relevant Ukrainian institutions related to maritime, port security and organised crime at the strategic level;
- To promote interagency cooperation and cross-sectoral approach in the maritime domain to implement Integrated Border Management, particularly cross-border and organised crime;
- To support the development of national action plans to implement reforms in the ports of Coast Guard areas;
- To support, advise and manage, if applicable, EUAM Ukraine's other projects, liaise and support partner projects of the other EU instruments, regional visibility measures and EUAM Ukraine's other Security Sector Reform (SSR) related activities, in the region;
- To draft advice, action plans, roadmaps, operational plans, human resources management and administration related products, such as Standard Operational Procedures, reports, annual plans, projects, development plans and related documentation and training material in line with EU best practices;
- To plan and implement projects to promote IBM at local and regional level, including inter-agency cooperation, prevention of smuggling and illegal immigration, countering cross border crime and anti-corruption;
- To support the Mission's efforts in addressing less developed structural areas in the performance and accountability of Ukrainian counterparts and to propose solutions for developing and strengthening counterparts/institutions;
- To provide advice, analysis, and recommendations to the local counterpart in the area of responsibility;
- To deputise for the Head of Field Office when required;
- To design and deliver training, as appropriate.

3. General Tasks and Responsibilities

- To identify and report on lessons learned and best practices on aspects related to border management;
- To contribute and ensure timely reporting on border management related activities;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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 formal Customs, Border Guards, Police and/or military education or training in a MS; **AND**
- A minimum of 6 years of relevant professional experience in the field of relevant IBM agency in a EU MS such as border guards, customs or equivalent agency, nationally responsible to border or customs management, with experience of managerial tasks at least on operational level.

5. Essential Knowledge, Skills and Abilities

- Extensive knowledge of European best practices, including Schengen Catalogue, Handbooks and Integrated Border Management development and implementation on national level or World Customs Organisation Standards;
- Extensive experience and knowledge in Integrated Border Management related issues, at national level from Border Police/Guards, Customs, Migration or Police;
- Ability to represent the Mission at the highest levels of local counterparts;
- Ability to mentor and motivate local counterparts;
- Excellent written English and drafting skills.

6. Desirable Qualifications and Experience

- International or European experience in CSDP Missions, JHA-agencies operations or equivalent;
- Experience of change management, related outreach and consultation;
- Experience in managing training projects and preparing of trainings or exercises in civilian security sector institutions;
- Experience in an international organisation operating in a conflict or immediate post conflict situation;
- Experience in strategic analyses, planning and reporting as well as a sound understanding of strategic and operational considerations;
- Experience in project management;
- Senior status and a Senior Grade, or equivalent in Member State's Border Guard, Police or Customs organisation, or other relevant Agency.

7. Desirable Knowledge, Skills and Abilities

- Knowledge and understanding of the institutional, legal and policy frameworks integrating the value of gender mainstreaming;
- Ukrainian or Russian language skills;
- Ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.

Position Name: Senior Adviser on Prosecution	Employment Regime: Seconded	
Ref. Number: ODO 003	Location: Odesa	Availability: 15 Mar 2022
Department/Component/Unit: Operations Department/Field Office	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: Yes

1. Reporting Line

The Senior Adviser on Prosecution reports to the Head of Field Office.

2. Main Tasks and Responsibilities

- To provide advice and assistance to the relevant regional/local Ukrainian partners in implementing reforms in accordance with the EUAM HQ policies, priorities and direction in the area of criminal justice – focusing on pre-trial investigations, prosecution, case management, criminal courts – and legal reform;
- To support and advise the Regional Prosecutor on prosecution reforms;
- To support and advise the Regional prosecutor’s Office on developing sustainable working and evaluation processes as well as on cooperation with other regional authorities, especially police prosecution cooperation;
- To support and advice relevant regional counterparts on criminal justice related matters and legal reform.
- To develop for approval and maintain Field Office Work Plan in the area of Prosecution and Rule of Law;
- To keep regular contact with MHQ Prosecution Unit, and to contribute to the according activities;
- To design and deliver trainings, workshops, webinars, round tables, briefings, conferences as appropriate;
- Assist Head of Field Office in preparing budget for the Rule of Law issues and run according procedures;
- To assist the Head of Field Office in coordinating and drafting regional plans/policies on all Rule of Law matters;
- To deputise for the Head of Field Office when required.

3. General Tasks and Responsibilities

- To contribute to the Mission reporting and information flow on prosecution related aspects;
- To identify and report on lessons learned and best practices related to prosecution;
- Take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related task as requested by the Line Manager(s).

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 6 years of relevant professional experience (out of which a minimum of 3 years of experience in the field of prosecution, criminal defence or as a criminal judge), after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities

- Ability to mentor and motivate local counterparts;
- Ability to represent the Mission at the highest levels of local counterparts.

6. Desirable Qualifications and Experience

- Experience of designing and delivering training;
- Experience in project management;
- Experience in international work/missions/projects to support host state reforms in the area of Security Sector/Rule of Law.

7. Desirable Knowledge, Skills and Abilities

- Knowledge and understanding of the institutional, legal and policy frameworks integrating the value of gender mainstreaming;
- Ukrainian or Russian language skills.

Position Name: Adviser/Trainer on Community Policing	Employment Regime: Seconded	
Ref. Number: ODO 006	Location: Odesa	Availability: 27 Jan 2022
Department/Component/Unit: Operations Department/Field Office	Security Clearance Level: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Adviser/Trainer on Community Policing reports to the Head of Field Office.

2. Main Tasks and Responsibilities

- To provide expertise to relevant Ukrainian counterparts in strengthening capabilities in the community policing field;
- To work as an Adviser/Trainer travelling within the Mission's area of operations as per EUAM HQ direction;
- To support the adoption of a service-minded and citizen-oriented approach through the development and implementation of SOPs and manuals;
- To identify and advise the relevant regional/local Ukrainian partners on the capacity and training opportunities in the community policing field;
- To support relevant regional/local Ukrainian partners in identifying the appropriate equipment and infrastructure needed to deliver effective training;
- To identify, analyse and disseminate information on all regional/local community policing activities within her/his area of responsibility as required;
- To support host state authorities in developing training strategies/policies/plans/curricula/training institutions as directed by the Head of Field Office;
- To identify required reforms and appropriate support to be provided by the Mission, including through advice/mentoring and/or direct training;
- To conduct Mission training activities according to the Mission Implementation Plan and relevant agreed training curricula;
- To ensure data collection related to Mission's trainings.

3. General Tasks and Responsibilities

- To contribute to the Missions' reporting and information flow on community policing aspects;
- To identify and report on lessons learned and best practices related to community policing;
- Take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related task as requested by the Line Manager(s).

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 national/international training units/programmes for Law Enforcement Agencies, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities

- Presentation skills;
- Ability to plan, multi-task and manage time effectively.

6. Desirable Qualifications and Experience

- Professional Training Qualification/Certification;
- Experience in international efforts to support host state reforms in the area of public security on national and regional levels, in particular in the field of community safety, crime prevention and road traffic safety.

7. Desirable Knowledge, Skills and Abilities

- Ukrainian or Russian language skills.

Position Name: Senior Border Adviser on Integrated Border Management (IBM)	Employment Regime: Seconded	
Ref. Number: ODO 010	Location: Odesa	Availability: 3 Jan 2022
Department/Component/Unit: Operations Department/Field Office	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: Yes

1. Reporting Line

The Senior Adviser on Integrated Border Management (IBM) reports to the Head of Field Office.

2. Main Tasks and Responsibilities

- To provide advice and assistance to relevant regional and local Ukrainian partners in the implementation of Integrated Border Management (IBM) and institutional reforms in accordance with the EUAM HQ policies, priorities and direction in the area of National Integrated Border Management Strategy, Action Plan and other strategic and operational plans;
- To support and advise regional IBM stakeholders (including in the maritime environment, especially State Border Guard Service's Coast Guard Headquarters in Odesa) in developing sustainable business processes, quality management and evaluation processes, as well as on coordination and cooperation with other regional authorities, related to IBM;
- Drafting of advice, action plans, roadmaps, operational plans, human resources management and administration related products, such as Standard Operational Procedures, reports, annual plans, projects, development plans and related documentation and training material in line with EU best practices;
- To plan and implement projects to promote IBM at local and regional level, including Coast Guard and Sea Port functions and relevant inter-agency cooperation;
- To support advice and manage, if applicable, EUAM Ukraine's other projects, liaise and support partner projects of the other EU instruments, regional visibility measures and EUAM Ukraine's other Security Sector Reform related activities in the region.

3. General Tasks and Responsibilities

- To identify and report on lessons learned and best practices on aspects related to border management;
- To contribute and ensure timely reporting on border management related activities;
- Take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related task as requested by the Line Manager(s).

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 formal Coast Guards, and Police and/or military education or training in a MS; **AND**
- A minimum of 6 years of relevant professional experience working in a relevant Coast Guard agency in a EU MS or partner country, such as Border Guards or equivalent, nationally responsible for coast guard functions, with experience of managerial tasks at least on operational level;
- Experience working in a harbour and maritime environment.

5. Essential Knowledge, Skills and Abilities

- Extensive knowledge of European best practices, including Schengen Catalogue, Handbooks, and Integrated Border Management development and implementation on national level and knowledge of EFCA, EMSA and Frontex related practice and operations;
- Ability to represent the Mission at the highest levels of local counterparts;
- Ability to mentor and motivate local counterparts;
- Excellent written English and drafting skills.

6. Desirable Qualifications and Experience

- International or European experience in CSDP missions, EU-agencies operations or equivalent;
- Experience of change management, related outreach and consultation;
- Experience in managing training projects and preparing of trainings or exercises in civilian security sector institutions;
- Experience in an international organisation operating in a conflict or immediate post conflict situation;
- Experience in strategic analyses, planning and reporting as well as sound understanding of strategic and operational considerations;
- Experience in project management;
- Senior status and a Senior Grade.

7. Desirable Knowledge, Skills and Abilities

- Knowledge and understanding of the institutional, legal and policy frameworks integrating the value of gender mainstreaming;
- Ukrainian or Russian language skills;
- Ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.