

Annex 1

**European Union Advisory Mission in Support of Security Sector Reform in Iraq
(EUAM Iraq)
1-2023 Call for Contributions
Requirements and Job Descriptions**

Organisation	European Union Advisory Mission in support of Security Sector Reform in Iraq			
Job Location	Baghdad (Iraq)			
Availability	As indicated below			
Staff Regime	As indicated below			
Job Title/ Vacancy notice	Ref.	Name of the post	Location	Available
	<u>Seconded only</u> (11 positions)			
	IAT 420	Head of Project Cell	Baghdad	Apr. 2023
	IAT 440	Head of Planning, Reporting & Evaluation Section	Baghdad	May 2023
	IAT 442	Planning & Evaluation Officer	Baghdad	ASAP
	IAO 414	Senior Strategic Adviser on Organised Crime	Baghdad	May 2023
	IAO 415	Senior Strategic Adviser on Organised Crime	Baghdad	Jun. 2023
	IAO 418	Senior Strategic Adviser on Counter-Terrorism	Baghdad	ASAP
	IAO 422	Senior Strategic Adviser Organised Crime/Anti-Drugs	Baghdad	ASAP
	IAO 450	Head of Strategic Civilian SSR Component	Baghdad	ASAP
	IAO 461	Senior Strategic Adviser on Institutional Reform	Baghdad	ASAP
	IAO 463	Senior Strategic Adviser on Command & Control/Crisis Management	Baghdad	ASAP
	IAO 466	Senior Strategic Adviser on Human Resources Management	Baghdad	ASAP
	<u>Seconded/Contracted</u> (4 position)			
	IAO 454*	Senior Strategic Adviser on Planning & Strategy	Baghdad	ASAP*
	IAO 458	Senior Strategic Adviser National Security Legislation	Baghdad	ASAP
IAS 430	Head of General Support Services	Baghdad	ASAP	
IAT 430	Senior Press & Public Information Officer/Spokesperson	Baghdad	Jun. 2023	

Deadline for applications	Thursday, 16 February 2023 at 17:00 CET (Brussels time)
Interview period	March 2023
Submission of application	<p>1. You have the nationality of an EU Member State: you must use Goalkeeper to apply: You are already registered on Goalkeeper AND you have an EU Login: https://goalkeeper.eeas.europa.eu/registrar/web</p> <p>b) You do not have a Goalkeeper account or an EU Login: 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: 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><i>Please note: 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>
Information	<p>For more information relating to selection and recruitment, please contact the Civilian Planning and Conduct Capability (CPCC):</p> <p style="text-align: center;">Mr Ken WACHTELAER CPCC-EUAM-IRAQ@eeas.europa.eu</p>

EUAM Iraq has a High-Risk Non-Family Mission status due to the present risk rating of the Mission area as high. As such, international seconded and contracted Mission Members shall at no time receive visits or be accompanied by any family member in the Mission area for the duration of their tour of duty or contract. For security reasons, the Mission Members are obliged to live in restricted areas, where security responsibilities are borne by the Mission.

Seconded Personnel – For seconded positions, only personnel nominations received through official channels from EU Member States are accepted. Based on a political decision, Contributing or Invited Third States may 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 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 Council Documents 7291/09 (10 March 2009) and 9084/13 (30 April 2013). A security clearance or a proof that the process to obtain a security clearance is initiated has to be provided.

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

Documents supporting educational qualifications and work experience should be accompanied by certified translations of the original documents in the English or French 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 another Council Decision extending the Mission mandate and approving the appropriate Budgetary Impact Statement, the duration of the deployment should be of 12 months.

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

I. GENERAL CONDITIONS

Citizenship – The candidates must have 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 to the competencies, responsibilities and functions of the respective position within the Mission, as required by the Head of Mission.

Physical and Mental Health – The candidates must be physically fit and in good health without any physical or mental problems or substance dependency which may impair operational performance in the Mission 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.

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.

HEAT training – The candidate **must have undergone a certified Hostile Environment Awareness Training** (or a refresher course) **not more than three years ago**.

Pre-Deployment Training (PDT) – The candidate should undergo Pre-Deployment Training in accordance with the CSDP agreed Training Policy.

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 for all civilian international experts to the Mission:

1. Education and Training

The candidate should have a recognized 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 Defense Policy (CSDP).

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

3. Skills and abilities

Language Skills² – Spoken and written proficiency in the working languages 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.

Organizational skills – the candidates must have excellent organizational skills, with the ability to prioritize 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 license for motor vehicles (Category B or equivalent). They also must be able to drive any 4-wheel-drive vehicle.

Deficiencies in any of these general conditions 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 applicable.

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.

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. It is also essential to obtain any transit visas, which may be required for passage through countries *en route* to the Mission. The seconding state can be supported by the Mission with a Secondment Letter and Letter of Exchange with the relevant Iraqi Ministry.

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 the European Union Classified Information (EUCI) will be limited to RESTRICTED until the issuance of their national security clearance. For Contributing Third States, a PSC at the equivalent level is necessary.

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

² Common European Framework of References for Languages

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 (PPE) – National authorities must provide seconded selected candidates, i.e. Police Officers, with a bullet proof vest (level IV) and helmet (level IIIA).

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

IV. ADDITIONAL INFORMATION

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

Application Form – Applications will be considered only when using the online Application Form (AF) accessible on the Goalkeeper-Registrar software module (or on the web for Contributing or Invited Third States), indicating which position(s) the candidate is applying for.

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 video conference/skype/phone before the final selection is made. If seconded candidates are required to travel to Brussels/Mission Headquarters for interviews, the contributing states will bear any related costs.

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 considering 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.

Data Protection – The EEAS and its CPCC Directorate process personal data pursuant to Regulation (EC) 2018/1725 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. The Privacy statement is available on the EEAS website.

V. JOB DESCRIPTIONS

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

Position Name: Head of Project Cell	Employment Regime: Seconded	
Ref. Number: IAT 420	Location: Baghdad, Iraq	Availability: May 2023
Component/Department/Unit: Mission HQ/Chief of Staff Office/ Project Cell	Security Clearance Level: EU Confidential	Open to Contributing Third States: No

1. Reporting Line:

The Head of Project Cell reports to the Chief of Staff.

2. Main Tasks and Responsibilities:

- To lead, manage and coordinate the work and staff of the Project Cell in accordance with the Mission's Operation Plan (OPLAN) and relevant planning documents;
- To ensure project proposals are coordinated within the Mission and external stakeholders in general and the Planning, Reporting and Evaluation Section specifically to ensure coherence with the MIP;
- To support and facilitate the Mission's operational elements and managers in project planning/development and coordinate the implementation of the Mission projects with other stakeholders;
- To assess project proposals and make recommendations on feasibility and sustainability of projects in cooperation with the Finance and Procurement Unit, operational elements and Heads of Unit as appropriate;
- To establish and maintain contacts with International Organisations and Non-Governmental Organisations to identify potential project partners and funding together with the Mission Coordination and Cooperation Capability, as applicable;
- To develop the Mission's project database and maintain the Mission's project history and ongoing activities record;
- To conduct post project reporting and evaluations in cooperation with Planning, Reporting and Evaluation Section;
- To ensure transparency and compliance with EU rules and regulations;
- To develop and maintain project management procedures;
- To develop and implement project management training for designated project managers throughout the Mission;
- To identify, manage and report risks arising from the implementation of processes, systems, and projects;
- To implement gender-responsive leadership and promote gender and human rights mainstreaming internally and externally in mandate implementation;
- To uphold a strict zero tolerance policy to misconduct, including all forms of harassment, sexual harassment, discrimination and abuse, and proactively ensure an equal and inclusive work environment for all staff;
- To raise awareness of staff on their rights, obligations and appropriate standards of behaviour, including existing formal and informal complaint and support mechanisms.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- 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 and/or 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, out of which a minimum 2 years at coordination/management level.

5. Essential Knowledge, Skills and Abilities:

- Ability to exercise collaborative, sound and effective leadership;
- Ability to manage, mentor and motivate a professionally diversified and multicultural team;
- Ability to establish, plan, and review priorities;
- Ability to communicate and engage with senior officials and governmental decision makers;
- Project management skills;
- Experience working with project management in CSDP missions.

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multinational and international organisations.
- Project management qualification, such as PRINCE2, PM2, or equivalent.

7. Desirable Knowledge, Skills and Abilities:

- Familiar with EU Financial Regulations.

Position Name: Head of Planning, Reporting and Evaluation Section (PRES)	Employment Regime: Seconded	
Ref. Number: IAT 440	Location: Baghdad, Iraq	Availability: May 2023
Component/Department/Unit: Mission HQ/Chief of Staff Office /Planning, Reporting & Evaluation Section	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Head of Planning, Reporting and Evaluation reports to the Chief of Staff.

2. Main Tasks and Responsibilities:

- To lead, manage and coordinate the work and staff of the Section, to produce the Mission operational planning, reporting and analysis requirements, including, the monthly, six-monthly and special reports;
- To compile, ensure consistency and update the Mission Implementation Plan in coordination with the Mission operational and coordination elements, and monitor its execution, including benchmarking, analysis and evaluation of outcome;
- To support external communication and cooperation on technical planning with relevant stakeholders in the Mission area of operation in conjunction with the Mission operational and cooperation/coordination functions;
- To supervise and support the analysis and drafting of reports originating from Mission operational and advisory elements (on operational activities and state of play on mandate implementation), in line with the relevant planning documents;
- To ensure timely and accurate reporting and information flow within the Mission to the Civilian Planning and Conduct Capability, EU Member States and other international stakeholders;
- To identify, manage and report the risks arising from the implementation of specific processes/systems/projects;
- To implement gender-responsive leadership and ensure gender and human rights mainstreaming internally and externally in mandate implementation;
- To uphold a strict zero tolerance policy to misconduct, including all forms of harassment, sexual harassment, discrimination and abuse, and proactively ensure an equal and inclusive work environment for all staff;
- To raise awareness of staff on their rights, obligations and appropriate standards of behavior, including existing formal and informal complaint and support mechanisms.
- To develop and manage the Mission cross-organizational mandate implementation progress tracking;
- To build and maintain a productive working relationship with all Mission departments and units.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- 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 and/or 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, out of which a minimum 2 years at coordination/management level.

5. Essential Knowledge, Skills and Abilities:

- Ability to exercise collaborative, sound and effective leadership;
- Ability to manage, mentor and motivate a professionally diversified and multicultural team;
- Ability to establish, plan, and review priorities;
- Ability to communicate and engage with senior officials and governmental decision makers;
- Report compilation, drafting and analytical skills.

6. Desirable Qualifications and Experience:

- Master's Degree in management, business administration or other related subjects, or international/national certificate/diploma in management/leadership;
- Experience in the area of knowledge management, organisational learning or policy development;
- International experience, particularly in crisis areas with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- N/A

Position Name: Planning and Evaluation Officer	Employment Regime: Seconded	
Ref. Number: IAT 442	Location: Baghdad	Availability: ASAP
Component/Department/Unit: Mission HQ/Chief of Staff Office /Planning, Reporting & Evaluation Section	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line

The Planning and Evaluation Officer reports to the Head of Planning, Reporting & Evaluation Section.

2. Main Tasks and Responsibilities:

- To support the development, maintain and regularly update the Mission Implementation Plan (MIP) in close cooperation with the relevant Mission operational elements and other stakeholders;
- To coordinate and provide quantitative and qualitative analysis of inputs originating from the Mission operational and advisory elements on the progress of Mission activities and state of play of mandate implementation;
- To liaise regularly with the Mission operational and advisory elements on one hand and external stakeholders on the other for information exchange, coordination, and cooperation;
- To help prepare Mission coordination meetings on the progress of MIP implementation and ensure that Mission personnel is also regularly updated;
- To contribute to the Mission Project Cell activities by identifying and developing new projects in line with the Mission mandate;
- To support the development and implementation of baseline surveys, monitoring and evaluation exercises for assessing the impact of the Mission activities and
- To regularly conduct mandate implementation progress tracking.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- 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 and/or military education or training or an award of an equivalent rank; AND

- A minimum of 4 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Planning, monitoring and evaluation skills;
- Communication and presentation skills;
- Analytical skills and knowledge of information collection.

6. Desirable Qualifications and Experience:

- Experience in leading and communicating change management initiatives;
- International experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Excellent interpersonal skills;
- Ability to multi-task with a time management efficiency;
- Ability to work under pressure and with tight deadlines and to manage multiple tasks and unexpected demands.

Position Name: Senior Strategic Adviser on Organised Crime	Employment Regime: Seconded	
Ref. Number: IAO 414 IAO 415	Location: Baghdad, Iraq	Availability May 2023 Jun. 2023
Component/Department/Unit Operations Department/Law Enforcement Agencies Component	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Senior Strategic Adviser on Organised Crime, reports to the Head of Law Enforcement Agencies Component.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan by advising and mentoring local counterpart on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other horizontal advisers;
- To support the development of the local institutions and Ministry of Interior (MoI) in the field of Organised Crime, through relevant activities;
- To develop policies and strategies in collaboration with the local institutions and MoI.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- 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 and/or 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, advise and motivate local counterparts;
- Experience of designing training;
- Knowledge of conducting needs assessments and developing strategies.

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multinational and international organisations ;
- Experience in working with EU JHA policies, relevant EU JHA agencies/institutions and international initiatives/policies/agencies ;
- Experience in developing Policy and Strategy.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic.

Position Name: Senior Strategic Adviser on Counter-Terrorism	Employment Regime: Seconded	
Ref. Number: IAO 418	Location: Baghdad, Iraq	Availability: ASAP
Component/Department/Unit: Operations Department/ Law Enforcement Agencies Component	Security Clearance Level: EU SECRET or Equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Senior Strategic Adviser on Counter-Terrorism reports to the Head of Law Enforcement Agencies Component.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan through strategic advice to local counterparts;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterparts in the area of responsibility;
- To be embedded within local institutions, security permitting;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other horizontal advisers;
- To ensure coordination and cooperation with relevant international partners in the field of CT
- To support the development of the relevant local institutions in the field of Counter Terrorism through Strategic Advice;
- To be the key interlocutor with the relevant local institutions responsible for implementing the Iraqi CT Strategy;
- Through Strategic Advice, to support the development of policies in line with the local institutions responsible for implementing the Iraqi CT Strategy.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- 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 and/or 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:

- Experience in providing strategic advice and motivating national counterparts in an international context;
- Experience with developing or implementing National CT strategies or policies.
- Knowledge and experience of working in the field of counter terrorism on a higher strategic level;
- Complex problem solving and performance management skills.

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multinational and international organisations. (e.g CSDP-, UN- or OSCE Missions);
- Experience working with National Intelligence Strategies, Intelligence Fusion Centers and/or National CT Centers;
- Experience and skills of managing cultural differences in negotiations and advising in an international context;
- Knowledge of Iraqi security institutions and dynamics.

7. Desirable Knowledge, Skills and Abilities:

- Ability to mentor and motivate local counterparts;
- Ability to engage with senior officials on a government level decision makers;
- International experience from working in fragile and conflict affected states, bilaterally or with multinational and international organisations;
- Experience in project management;
- Experience with EU JHA/CT policies and relevant EU JHA agencies;
- Knowledge of Arabic.

Position Name: Senior Strategic Adviser on Organised Crime/Anti-Drugs	Employment Regime: Seconded	
Ref. Number: IAO 422	Location: Baghdad, Iraq	Availability ASAP
Component/Department/Unit Operations Department/Law Enforcement Agencies Component	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Senior Strategic Adviser on Organised Crime/Anti-Drugs, reports to the Head of Law Enforcement Agencies Component.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan by advising and mentoring local counterpart on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other horizontal advisers;
- To support the development of the local institutions and Ministry of Interior (MoI) in the field of Organised Crime, through relevant activities;
- To develop policies and strategies in collaboration with the local institutions and MoI.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- 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 and/or 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, advise and motivate local counterparts;
- Experience of designing training;
- Knowledge of conducting needs assessments and developing strategies.

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multinational and international organisations ;
- Experience in working with EU JHA policies, relevant EU JHA agencies/institutions and international initiatives/policies/agencies ;
- Experience in developing Policy and Strategy.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic.

Position Name: Head of Strategic Civilian SSR Component	Employment Regime: Seconded	
Ref. Number: IAO 450	Location: Baghdad	Availability: ASAP
Component/Department/Unit: Operations Department /Strategic Civilian SSR Component	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Head of Strategic Civilian SSR Component reports to the Head of Operations (H/OPS).

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP);
- To lead, manage and coordinate the work and staff of the Component in the implementation of the Mission mandate as set out in the OPLAN and relevant planning documents;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress, including the updating of the MIP benchmarking in the relevant Line of Operations;
- To ensure, at operational level, coordination with the other relevant operational component within the Mission;
- To oversee the Component's input to the development and regular updating of the Mission Implementation Plan by supporting the identification of relevant Mission operational requirements;
- To ensure consistency and sustainability of the Mission operational activities over time;
- To oversee the Component's contribution to the Mission's internal and external reporting against benchmarking;
- To work in close cooperation with the other Mission Components and horizontal advisers;
- To maintain necessary contacts and build relationships with relevant local counterparts and international actors in the field of responsibility;
- To act as the representative of the Component with external interlocutors as required;
- To support the development of the local authorities in the field of Civilian Security Sector Reform;
- To deputise for the Head of Operations when so appointed by the Head of Operations;
- To identify, manage and report the risks arising from the specific processes, systems and projects;
- To implement gender-responsive leadership and ensure gender and human rights mainstreaming internally and externally in mandate implementation;
- To uphold a strict zero tolerance policy to misconduct, including all forms of harassment, sexual harassment, discrimination and abuse, and proactively ensure an equal and inclusive work environment for all staff;

- To raise awareness of staff on their rights, obligations and appropriate standards of behaviour, including existing formal and informal complaint and support mechanisms.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- 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 and/or military education or training or an award of an equivalent; AND
- A minimum of 6 years of relevant professional experience, after having fulfilled the education requirements, out of which a minimum of 2 years at coordination/management level.

5. Essential Knowledge, Skills and Abilities:

- Ability to exercise collaborative, sound and effective leadership;
- Ability to manage, mentor and motivate a professionally diversified and multicultural team;
- Ability to establish plan, and review priorities;
- Ability to communicate and engage with senior officials and governmental decision makers.

6. Desirable Qualifications and Experience:

- Master's degree in management, business administration or other related subjects, or international/national certificate/diploma in management/leadership;
- Management 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;
- International experience, particularly in crisis areas with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic

Position Name: Senior Strategic Adviser on Institutional Reform	Employment Regime: Seconded	
Ref. Number: IAO 461	Location: Baghdad, Iraq	Availability: ASAP
Component/Department/Unit Operations Department/Strategic Civilian SSR Component	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Senior Strategic Adviser on Institutional Reform reports to the Head of Strategic Civilian SSR Component.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the relevant mission planning documents and the Mission Implementation Plan through strategic advice to local counterparts;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions through enabling interventions and supporting positive reform;
- To provide analysis, strategic advice and recommendations to the local counterparts;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To maintain close contact and build effective relationships with relevant international and strategic partners;
- Lead relevant projects and organise events to progress and support SSR with counterparts.
- To liaise closely with other horizontal advisers;
- To advise the Office of the National Security Advisor (ONSA) on the development of the National Security Strategy (NSS), and the cross sectorial NSS system including effective implementation and governance arrangements in support of the delivery of wider national imperatives;
- To advise the Ministry of Interior (MoI) on strategic and organisational development to support the objective of it becoming a more effective, transparent and accountable institution;
- To advise the MoI on measures which enhance organisational integrity and reduce the risk of corruption including through working in partnership with strategic partners to promote anti-corruption synergies and ensure coherence in anti-corruption interventions;
- Advise and assist the MoI is ensuring it meets its obligations in the context of the implementation of the National Anti-Corruption Strategy;
- To contribute to efforts which enable and strengthen inter-institutional coherence with the Ministry and the Federal Commission of Integrity;
- To advise the MoI on the development and implementation of policy and strategy which promotes good governance and strengthens institutional resilience including the multi-annual plan and annual plans as well as institutional business policies;
- To promote and employ EU and international effective practice including conceptual tools and concepts which contribute to organisational reform;

- To support a programmatic approach and promote context specific policy interventions which contribute to institutional development and resilience;

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- 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 and/or 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:

- Relevant and proven strategic level experience of institutional reform and organisational development
- Knowledge and experience of policing, security sector reform and security sector governance;
- Ability to mentor, advise and motivate local counterparts;
- Critical thinking and active listening skills;
- Complex problem-solving and performance management skills;
- Time management skills;
- Knowledge and skills in leading successful change and reform at the strategic level.

6. Desirable Qualifications and Experience:

- Programmatic experience and leaderships of institutional change management projects
- International mission experience, particularly in crisis areas with multinational and international organisations (e.g. CSDP, UN, OSCE etc.);
- Strong skills and experience in managing cultural differences in negotiations, advising and negotiation experience from Middle East context;
- Experience with and knowledge of Iraqi security institutions and dynamics;
- Experience in counter corruption programmes.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic.

Position Name: Senior Strategic Adviser on Command, Control/ Crisis Management	Employment Regime: Seconded	
Ref. Number: IAO 463	Location: Baghdad, Iraq	Availability: June 2023
Component/Department/Unit Operations Department/ Strategic Civilian SSR Component	Security Clearance Level: EU Secret	Open to Contributing Third States: No

1. Reporting Line:

The Senior Strategic Adviser on Command, Control/ Crisis Management reports to the Head of Strategic Civilian SSR Component.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan by advising and mentoring local counterpart on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institutions, security permitting;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other horizontal advisers;
- To support the development of the relevant local institutions, primarily, Ministry of Interior (MoI) and Office of National Security Advisory (ONSA), in the fields of command, control and crisis management through appropriate, effective advisory and mentoring activities;
- To be the key interlocutor with the MoI, ONSA or other appropriate State or local authority or agency as identified;
- To develop policies in line with the local institutions MoI and ONSA or other appropriate State or local authority or agencies;
- To advise the MoI, ONSA or other appropriate State or local authority or agencies on the development of strategy, policy and doctrine to support institutional development of command, control and/or crisis management capacity and capabilities in line with normative human rights standards;
- To assist the MoI, ONSA or other appropriate State or local authority or agencies in the development of effective command and control and/or crisis management structures and mechanisms;
- To advise and assist the MoI, ONSA or other appropriate State agencies as identified in the broader context of the development of effective Iraqi national security architecture.
- To liaise closely with other international senior advisers and advisers from UNDP and the lead international adviser under the Security Sector Reform Programme (SSRP) on National Security architecture;

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- 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 and/or 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, advise and motivate local counterparts;
- Experience in operational and/or strategic-level critical incident/crises management and leadership;
- Experience of operational and/or strategic-level major event/major emergency planning, and management and leadership;
- Experience with teamworking and/or team leadership;
- Knowledge of current best international practices in the fields of command, control and crisis management.

6. Desirable Qualifications and Experience:

- International experience, particularly in fragile and conflict or crisis affected States or areas with multinational and international organisations e.g. CSDP, UN, OSCE Missions;
- Experience in organizational development and/or institutional reform;
- Experience in reviewing inter-service/inter-institutional command, control/crisis management structures;
- Experience within the field of state security operations or the development of state security architecture at operational and/or strategic levels;
- Experience in project management;
- Experience with EU JHA/CT policies and relevant EU JHA agencies.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic.

Position Name: Senior Strategic Adviser on Human Resources Management	Employment Regime: Seconded	
Ref. Number: IAO 466	Location: Baghdad, Iraq	Availability: ASAP
Component/Department/Unit: Operations Department/ Strategic Civilian SSR Component	Security Clearance Level: EU SECRET or Equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Senior Strategic Adviser on Human Resources Management reports to the Head of Strategic Civilian SSR Component.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart on the strategic level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To maintain necessary contacts and build relationships with relevant local counterparts.
- To liaise closely with other horizontal advisers;
- To be the key interlocutor with the /Senior Strategic Leaderships and strategic Human Resources Management (HRM).
- To advise the Ministry of Interior (MoI)'s senior strategic leadership on Human Resources Management aspects of the ministry's SSR program, Human Resources development, Five-year Strategy and Policing Road Map, and other ministerial plans and tools;
- To advise on the organisational development including support to the overall Change Management capacities within the MoI and on the development of the senior strategic leadership and HRM;
- To be responsible for the advising on the development of HRM related projects in MoI;
- To participate in the development of the HRM project description in close coordination with the Ministry of Interior and international partners;
- To advise on Organisational development on structure and staffing including overall resources and coherent with budgets;
- To advise on the development of Strategic plans and HRM capabilities within the MoI;
- To advise on the strategic and systematic development of the MoI training system and institutional training architecture

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;

- 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 and/or 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 advise, mentor and motivate local counterparts;
- Well documented HRM experience at managerial level from national, ministerial or government level;
- Professional experience in national and/or international assignments in strategic planning and advising in large change management/organization development reform programs;
- Ability to engage with senior officials/governmental level decision makers.

6. Desirable Qualifications and Experience:

- Well documented large scaled project management experience;
- Experience of giving advice and recommendations in designing and delivering governmental development programs;
- International experience, particularly in crisis areas with multinational and international organisations.
- Experience from national training systems and/or developing national institutional training architecture

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic.

Position Name: Senior Strategic Adviser on Planning & Strategy	Employment Regime: Seconded/Contracted	Post Category for Contracted: Expert level
Ref. Number: IAO 454*	Location: Baghdad	Availability: ASAP*
Component/Department/Unit Operations Department/Strategic Civilian SSR Component	Security Clearance Level: EU SECRET or Equivalent	Open to Contributing Third States: YES

1. Reporting Line:

The Senior Strategic Adviser on Planning & Strategy reports to the Head of Strategic Civilian SSR Component.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the relevant mission planning documents and the Mission Implementation Plan through strategic advice to local counterparts;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions through enabling interventions and supporting positive reform;
- To contribute to the evolution of strategic security sector reform through engagement with key security entities and interlocutors;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To maintain necessary contacts and build relationships with all stakeholders and Iraqi counterparts;
- To liaise closely with other horizontal advisers;
- Lead relevant projects and organise events to progress and support SSR with counterparts;
- To advise the Office of the National Security Advisor (ONSA) on the development of the National Security Strategy (NSS), and the cross sectorial NSS system including effective implementation and governance arrangements in support of the delivery of wider national imperatives;
- To advise the MoI on measures which enhance organisational integrity and reduce the risk of corruption including through working in partnership with strategic partners to promote anti-corruption synergies and ensure coherence in anti-corruption interventions;
- To advise the Ministry of Interior (MoI) on strategic and organisational development to support the objective of it becoming a more effective, transparent and accountable institution;
- To advise the MoI on the development and implementation of policy and strategy which promotes good governance and strengthens institutional resilience including the multi-annual plan and annual plans as well as institutional business policies.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;

- 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 and/or 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:

- Relevant strategic level experience of developing and implementing strategy and policy, institutional reform and organisational development;
- Strategic level experience of policing, security sector reform and security sector governance;
- Ability to mentor, advise and motivate local counterparts;
- Critical thinking and active listening skills;
- Complex problem-solving and performance management skills;
- Time management skills;
- Knowledge and skills in leading successful change and reform at the strategic level.

6. Desirable Qualifications and Experience:

- Experience of leading and managing institutional programmes;
- International mission experience, particularly in crisis areas with multinational and international organisations (e.g. CSDP, UN, OSCE etc.);
- Strong skills and experience in managing cultural differences in negotiations, advising and negotiation experience from Middle East context;
- Experience with and knowledge of Iraqi security institutions and dynamics.

7. Desirable Knowledge, Skills and Abilities:

- Ability to establish/review priorities, to plan and to exercise control;
- Ability to engage with senior officials/ governmental level decision makers;
- Knowledge of Arabic.

Position Name: Senior Strategic Adviser on National Security Legislation	Employment Regime: Seconded/Contracted	Post Category for Contracted: Expert level
Ref. Number: IAO 458	Location: Baghdad, Iraq	Availability: ASAP
Component/Department/Unit: Operations Department/ Strategic Civilian SSR Component	Security Clearance Level: EU SECRET or equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Senior Strategic Adviser on National Security Legislation reports to the Head of Strategic Civilian SSR Component.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan by advising and mentoring local counterpart on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other horizontal advisers;
- To support relevant security institutions regarding the development of the national security legislative framework including assistance in review and drafting.
- To provide advice on how to safeguard constitutional rights, including civil liberties and fundamental freedoms, in line with international human rights standards;
- To coordinate with international partners, oversight bodies, and civil society, initiatives to improve the legislative framework relating to national security legislation
- To advise the Office of the National Security Advisor (ONSA) on the development of the National Security Strategy (NSS), and the NSS policy and legislative framework
- To engage with civil society organisations regarding security legislation and reflect relevant perspectives into the legislative agenda ;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;

- 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 and/or 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, advise and motivate local counterparts;
- Knowledge of legal reform processes in governments, preferably in fragile environments, including the development of legislation and implementation strategies;
- Advanced English language skills at a level to be able to review and draft legislation, as well as to express legal concepts in a coherent manner.

6. Desirable Qualifications and Experience:

- Experience with a CSDP Mission or another multilateral organization, such as the UN and OSCE, particularly in crisis areas.

7. Desirable Knowledge, Skills, and Abilities:

- Knowledge of Arabic.

Position Name: Head of General Support Services (GSS)	Employment Regime: Seconded/Contracted	Post Category for Contracted: Expert Level
Ref. Number: IAS 430	Location: Baghdad	Availability: ASAP
Component/Department/Unit Mission Support Department/ General Support Services Unit	Level of Security Clearance: EU RESTRICTED	Open to Contributing Third States: No

1. Reporting Line:

The Head of General Support Services reports to the Head of Mission Support.

2. Main Tasks and Responsibilities:

- To assist and advise the Head of Mission Support on matters related to General Support Services;
- To lead, manage and coordinate the work and staff of the Mission General Support Services including logistics, transport, facility management, asset management;
- To propose operational changes to improve the efficiency of the Mission General Support Services;
- To manage and supervise the budget allocated to General Support Services;
- To plan, develop and implement support services organisational strategies within the approved budget and timelines;
- To assess and plan Mission requirements in consultation and cooperation with Heads of Unit;
- To establish and maintain appropriate systems for measuring various aspects of assets management;
- To set goals and priorities for each unit in consultation with Heads of Unit;
- To identify, manage and report the risks arising from the implementation of specific processes, systems, and projects;
- To implement gender-responsive leadership and ensure gender and human rights mainstreaming internally and externally in mandate implementation;
- To uphold a strict zero tolerance policy to misconduct, including all forms of harassment, sexual harassment, discrimination and abuse, and proactively ensure an equal and inclusive work environment for all staff;
- To raise awareness of staff on their rights, obligations and appropriate standards of behaviour, including existing formal and informal complaint and support mechanisms.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- 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 Qualification 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 and/or military education or training or an award of an equivalent rank; AND
- A minimum of 7 years of relevant professional experience, after having fulfilled the education;
- A minimum of 3 years at coordination/management level.

5. Essential Knowledge, Skills and Abilities:

- Ability to exercise collaborative, sound and effective leadership;
- Ability to manage, mentor and motivate a professionally diversified and multicultural team;
- Ability to establish, plan, and review priorities;
- Ability to adapt new and emerging technologies to solve business and operational needs.

6. Desirable Qualifications and Experience:

- Master's Degree in management, logistics, engineering business administration, or other related subjects, or international/national certificate/diploma in management/leadership;
- Knowledge of Logistics/Supply Chain Management technologies such as Enterprise Resource Planning (ERP) System;
- International experience, particularly in crisis areas with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic.

Position Name: Senior Press and Public Information Office/Spokesperson	Employment Regime: Seconded/Contracted	Post Category for Contracted: Expert level
Ref. Number: IAT 430	Location: Baghdad, Iraq	Availability: Jun. 2023
Component/Department/Unit Mission HQ/Chief of Staff Office / Press and Public Information Office	Security Clearance Level EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Senior Press and Public Information Officer/Spokesperson reports to the Chief of Staff.

2. Main Tasks and Responsibilities:

- To lead, manage and coordinate the staff and work of the Press and Public Information Office;
- To draft, review and implement the Strategic Communications Plan of the Mission;
- To act as the Mission's main spokesperson and communicate the work of the Mission to the public;
- To maintain a close working relationship with the Spokesperson of the High Representative in coordination with the Civilian Conduct and Planning Capability (CPCC);
- To organise and conduct press conferences, briefings and other media events;
- To cover the media aspects of high-level visits, supervise and coordinate arrangements for visiting journalists/media;
- To supervise and contribute to the development and maintenance of an effective Mission website and social media accounts;
- To advise and contribute to the drafting of press releases, public statements, media summaries, articles and features;
- To manage the Press and Public Information budget, procurement processes and contract/tender/designs for Mission visibility items;
- To coordinate with the press offices of the EU Delegation and other EU actors in the host state;
- To monitor disinformation against the interests of the Mission in close cooperation with input from the Mission Analysis Capability, Security and Duty of Care and CIS;
- To implement gender-responsive leadership and promote gender and human rights mainstreaming internally and externally in mandate implementation;
- To uphold a strict zero tolerance policy to misconduct, including all forms of harassment especially sexual harassment, discrimination and abuse, and proactively ensure an equal and inclusive work environment for all staff;
- To raise awareness of staff on their rights, obligations and appropriate standards of behaviour, including existing formal and informal complaint and support mechanisms;

- To develop effective means and procedures for internal cross-organisational communication and information sharing in close coordination and collaboration with the Planning, Reporting and Evaluation Section.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- 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 and/or military education or training or an award of an equivalent rank. The qualification should be in any of the fields of Communication Sciences, Political studies, International Relations, Humanities, Social sciences or other related field; AND
- a minimum of 6 years of relevant professional experience, after having fulfilled the education requirements, out of which a minimum of 2 years at coordination/management level.

5. Essential Knowledge, Skills and Abilities:

- Ability to exercise collaborative, sound and effective leadership;
- Ability to manage, mentor and motivate a professionally diversified and multicultural team;
- Ability to establish, plan, and review priorities;
- Ability to communicate and engage with senior officials and governmental decision makers;
- Strong writing, presentation and communication skills;
- Knowledge of formulating and implementing a communication strategy/plan;
- Experience and skills in digital communication.

6. Desirable Qualifications and Experience:

- Experience running media and outreach campaigns;
- Experience in planning and implementing projects;
- Knowledge of disinformation;
- International experience, particularly in crisis areas with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge about the local press and media environment;
- Knowledge of Arabic and Kurdish.