

Annex 1

<p>European Union Advisory Mission in Iraq (EUAM Iraq) 2-2023 Call for Contributions Requirements and Job Descriptions</p>

Organisation	European Union Advisory Mission in support of Security Sector Reform in Iraq			
Job Location	Baghdad & Erbil (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> (13 positions)			
	IAT 420	Head of Project Cell	Baghdad	ASAP
	IAT 442	Planning & Evaluation Officer	Baghdad	ASAP
	IAO 410	Head of Law Enforcement Agencies Component	Baghdad	Oct. 2023
	IAO 415	Senior Strategic Adviser on Organised Crime	Baghdad	ASAP
	IAO 416*	Senior Strategic Adviser on Organised Crime/Cultural Heritage Protection	Baghdad	TBD*
	IAO 422	Senior Strategic Adviser on Organised Crime/Anti-Drugs	Baghdad	ASAP
	IAO 452* & IAO 466	Senior Strategic Adviser on Human Resources Management	Baghdad	ASAP
	IAO 461	Senior Strategic Adviser on Institutional Reform	Baghdad	ASAP
	IAO 463 IAO 464 & IAO 465	Senior Strategic Adviser on Command & Control/Crisis Management	Baghdad	ASAP ASAP & Oct. 2023
	IAO 471	Senior Strategic Adviser on SSR Coordination	Erbil	ASAP
	<u>Seconded/Contracted</u> (5 positions)			
	IAT 430	Senior Press & Public Information Officer/Spokesperson	Baghdad	ASAP
	IAS 432	Logistics Officer	Baghdad	ASAP
	IAD 412*	Mission Security Officer	Baghdad	ASAP*
	IAD 417	Mission Security Assistant	Baghdad	ASAP
	IAO 454	Senior Strategic Adviser on Planning & Strategy	Baghdad	ASAP

* pending the availability of the position

Deadline for applications	Thursday, 01 June 2023 at 17:00 CET (Brussels time)
Interview period	June & July 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.

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

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).

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

² Common European Framework of References for Languages

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 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. Candidates should be selected on the basis of relevant competence and experience, while strict priority shall be given to seconded candidates. Contracted candidates will be selected only on exceptional basis.

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).

Seconded positions

Position Name: Head of Project Cell	Employment Regime: Seconded	
Ref. Number: IAT 420	Location: Baghdad, Iraq	Availability: ASAP
Component/Department/Unit: Mission's 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 project database and maintain the Mission project history and ongoing activities record;
- To conduct post project reporting and evaluations in cooperation with the 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 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 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;
- Language skills (English)

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: Planning and Evaluation Officer	Employment Regime: Seconded	
Ref. Number: IAT 442	Location: Baghdad	Availability: ASAP
Component/Department/Unit: Mission's 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 develop, 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 coordinate, develop and implement baseline surveys, monitoring and evaluation exercises for assessing the impact of the Mission activities.
- 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:

- Drafting and research skills;
- Communication and presentation skills;
- Analytical skills and knowledge of information collection;
- Language skills (English).

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: Head of Law Enforcement Agencies Component	Employment Regime: Seconded	
Ref. Number: IAO 410	Location: Baghdad, Iraq	Availability: Oct. 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 Head of Law Enforcement Agencies Component (LEAC) reports to the Head of Operations.

2. Main Tasks and Responsibilities:

- 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 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, Departments, Sections, and Units;
- 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 and/or the Mission 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 rank; AND
- A minimum of 7 years of relevant professional experience, after having fulfilled the education requirements, out of which a minimum of 3 years at /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.
- Experience of management at national level of 3 years.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic.

Position Name: Senior Strategic Adviser on Organised Crime	Employment Regime: Seconded	
Ref. Number: IAO 415	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, 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 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;
- Language skills (English).

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multinational and international organisations ;
- Experience in policies, strategies and operations related with organized crime in national and international environment;
- Experience in working with EU JHA policies, relevant EU JHA agencies/institutions and international initiatives/policies/agencies.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic.

Position Name: Senior Strategic Adviser on Organised Crime (Cultural Heritage Protection)	Employment Regime: Seconded	
Ref. Number: IAO 416*	Location: Baghdad, Iraq	Availability To be determined
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 (Cultural Heritage Protection), 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 maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other horizontal advisers;
- To support the development of the local institution and Ministry of Interior (MoI) in the field of Organised Crime in relation to Cultural Heritage Protection through relevant activities;
- To be the key interlocutor with the MoI and other relevant institutions related to Cultural Heritage ;
- To support development of policies 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;
- Knowledge of conducting need assessment and the development of strategies;
- Language skills (English).

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multinational and international organisations ;
- Experience in working with cultural heritage protection in national and international environment;
- Experience in working with EU JHA policies, relevant EU JHA and international initiatives/policies/organizations ;
- Experience in coordination and information sharing between law enforcement agencies and relevant institutions nationally and internationally.

7. Desirable Knowledge, Skills and Abilities:

- 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 maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other Mission's 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;
- Language skills (English).

6. Desirable Qualifications and Experience:

- Experience in drafting anti-drug strategies and planning and conducting anti-drug operations in national and international environment;
- 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 Human Resources Management	Employment Regime: Seconded	
Ref. Number: IAO 452* IAO 466	Location: Baghdad, Iraq	Availability: ASAP* 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 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 maintain necessary contacts and build relationships with relevant local counterparts.
- To liaise closely with other Mission's advisers;
- To be the Mission's key interlocutor on 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 coherence with budgets;
- To advise on the development of Strategic plans and HRM capabilities within the 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 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 programs;
- Ability to engage with senior officials/governmental level decision makers;
- Language skills (English).

6. Desirable Qualifications and Experience:

- Well documented project management experience ;
- Experience of giving advice and recommendations in designing and delivering governmental development programs;
- Knowledge and expertise in the field of senior strategic leadership and Strategic Human Resources Management at national, ministerial or governmental levels;
- 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 maintain close contact and build effective relationships with relevant national and international strategic partners;
- Initiate, develop and lead relevant projects and organise events to progress and support SSR with counterparts.
- To liaise closely with other Mission's advisers;
- 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:

- Ability to mentor, advise and motivate local counterparts;
- Knowledge and experience of institutional reform and development of training requirements in Home Affairs issues at ministerial level;
- Knowledge and experience of policing, security sector reform and modern leadership and governance concepts;
- 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;
- Language skills (English).

6. Desirable Qualifications and Experience:

- 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 IAO 464 IAO 465	Location: Baghdad, Iraq	Availability: ASAP ASAP Oct. 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 counterparts in the area of responsibility;
- To establish and maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other Mission's 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 and effective advisory and mentoring activities;
- To advise the MoI, ONSA, or other appropriate national or local authority or agency on the development of strategies, policies and doctrines to support institutional development of command, control and/or crisis management capabilities in line with human rights standards;
- To advise the MoI, ONSA, or other appropriate national or local authorities or agency 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 national agencies in the broader context of the development of effective Iraqi national security architecture.
- To liaise closely with other international advisers, such as 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;
- Language skills (English).

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 SSR Coordination	Employment Regime: Seconded	
Ref. Number: IAO 471	Location: Erbil, 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 SSR Coordination, 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 liaising and/or advising relevant counterparts at the appropriate 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 maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other Mission's advisers;
- To monitor and analyse relevant political developments and trends affecting the area of responsibility;
- To assist relevant representatives of the Kurdistan Region of Iraq (KRI) in assessing existing capacity, identifying challenges and facilitate context-specific interventions;
- To establish and develop contacts and build relationships with relevant local and international counterparts, with a view to foster a holistic and coherent approach to SSR;
- To provide strategic advice to relevant counterparts to advance the civilian SSR agenda;
- Lead relevant projects and organise events to progress and support SSR with counterparts;
- Build excellent and credible rapport with KRI interlocutors to facilitate Mandate implementation;
- To ensure counterparts are cognisant of UNSR 1325 and safeguard human rights;
- To ensure timely reporting on activities within the field of responsibility as per planning documents;
- To ensure compliance with instructions from the senior management;
- To liaise and coordinate with other Mission Senior Advisers as appropriate;
- To identify lessons learnt within the field of responsibility.

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 and experience of institutional reform and development at ministerial level;
- Knowledge and experience of security sector reform and modern leadership and governance concepts;
- 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;
- Language skills (English)

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic or Kurdish

Seconded/Contracted positions

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: ASAP
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 develop effective means and procedures for internal cross-organizational communication and information sharing in close coordination and collaboration with the Planning, Reporting and Evaluation section;
- To act as the Mission 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 other EU Delegations 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 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;
- 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.

2. 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).

3. 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.

4. 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.
- Language skills (English)

5. 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.

6. Desirable Knowledge, Skills and Abilities:

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

Position Name: Logistics Officer	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support Management Level (MSML)
Ref. number: IAS 432	Location: Baghdad, Iraq	Availability: ASAP
Component/Department/Unit: Mission Support Department/GSS Unit	Security Clearance Level: EU RESTRICTED	Open to Contributing Third States: No

1. Reporting Line:

The Logistics Officer reports to the Head of General Support Services.

2. Main Tasks and Responsibilities:

- To apply general logistics policies, draft technical reports and implement operating instructions, guidelines and procedures regarding provision of assets and supplies;
- To provide logistical support to all Mission members for assets required to fulfil their tasks, e.g. computers, vehicles, furniture, telecommunications, stationary, etc.;
- To coordinate and manage the distribution and reallocation of all logistical resources provided for the region, ensuring systems are in place for replacement and repair;
- To coordinate the provision of material and office space;
- To perform tasks related to building management, such as coordinate projects related to premises, construction, furniture, etc.;
- To develop and maintain the assets inventory through the ERP system;
- To maintain the inventory of expendable and non-expendable items through the ERP system;
- To produce reports on logistical issues, proposing/recommending changes and improvements to ensure accuracy;
- To identify goods and/or services requirements and technically define the requirements to correspond to the process to procure goods and services;
- To receive, review, analyse, assign, process and track certified requisitions submitted for procurement action;
- To draft specifications for issuing tenders related to the area of responsibility.

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 (the qualification should be in any of the fields of Logistics, Supply Chain Management, Transport, Engineering, Administration or other related field) 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:

- Awareness of different product and services markets and industrial business networks;
- Language skills (English)

6. Desirable Qualifications and Experience:

- Knowledge of current technologies used for Logistics, Supply Chain Management, Asset Management, Inventories such as Enterprise Resource Planning (ERP) System
- International experience, particularly in crisis areas, with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Proficiency in use of standard maintenance related software and data entry processes, knowledge of logistics databases and inventory procedures.

Position Name: Mission Security Officer	Employment Regime: Seconded/contracted	Post Category for Contracted: Mission Support Management Level (MSML)
Ref. number: IAD 412*	Location: Baghdad, Iraq	Availability: ASAP*
Component/Department/Unit: Security & Duty of Care Department/Security Division	Security Clearance Level: EU Secret	Open to Contributing Third States: No

1. Reporting Line:

The Mission Security Officer (MSO) reports to the Deputy Senior Mission Security Officer.

2. Main Tasks and Responsibilities:

- To assist the Senior Mission Security Officer in the development, implementation and updating of the Mission Security Plan and all supporting security and safety documents, instructions and procedures;
- To assess the security situation and to provide comprehensive reports to the Senior Mission Security Officer on all incidents affecting Mission members;
- To assist the Senior Mission Security Officer in reviewing the security phases;
- To work in close cooperation with the Mission Support Department in matters related to the procurement of security related equipment and services;
- To elaborate in-depth planning and execution of security operations;
- To support in the identification, development, delivery and auditing of security training requirements;
- To assist the Senior Mission Security Officer as Mission Information Security Officer to manage the EUCI and implement the existing rules and policies ;
- In line with the EU Policy of EU staff deployed outside the EU in an operational capacity under Title V of the Treaty on European Union:
 - To manage and perform the daily security duties including journeys, residential and office, and locations' security risk assessments;
 - To perform security reviews of personal protective equipment, transport and residences and Mission Offices;To ensure all security and communications equipment is operational and ready to use;To conduct regular security drills, communication tests and evacuation exercises;
 - To provide briefings and presentations to Mission members on matters related to safety and security to ensure staff are prepared for emergencies;
 - To liaise and cooperate with national law enforcement agencies, international organisations, NGOs, other EU bodies and diplomatic representatives on security matters;
 - To provide assistance to Mission members and ensure all necessary actions are taken, particularly in emergency cases;To travel to all Mission areas including high-risk areas as required.

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 at the level in the National Qualifications Framework equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree OR equivalent and attested police 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:

- Organisational, planning and time-management skills;
- Analytical skills;
- Writing and reporting skills;
- Ability to work under stress and in a deadline driven-environment;
- Language skills (English).

6. Desirable Qualifications and Experience:

- Security studies, security and defence studies, peace and conflict studies, intelligence or other related fields;
- Valid license for armoured vehicles or C or C1 Driving license;
- Successful completion of EU Mission Security Officer Certification Course or equivalent;
- International experience, particularly in crisis areas with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of the Mission area and potential security threats;
- Ability to produce long-term assessments and forecasts of the security situation;
- Interpersonal skills, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity;
- Highly resilient to austere conditions, able to adapt to a lockdown lifestyle;
- Knowledge of Arabic.

Position Name: Mission Security Assistant	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support Assistant Level (MSAL)
Ref. number: IAD 417	Location: Baghdad, Iraq	Availability: ASAP
Component/Department/Unit: Security & Duty of Care Department/Security Division	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Mission Security Assistant (MSA) reports to the Deputy Senior Mission Security Officer (DSMSO).

2. Main Tasks and Responsibilities:

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

- To ensure security surveys of Mission member's personal protective security requirements, transport security, residential and office security as appropriate;
- To ensure that all security and communications equipment is kept in a state of operational readiness;
- To conduct regular security drills, communication tests and evacuation exercises;
- To provide briefings and presentations on matters affecting the security and safety of Mission members and to ensure all staff is properly prepared for emergencies;
- To liaise as directed and co-operate closely with national law enforcement agencies, International Organisations, NGOs, other EU bodies and diplomatic representatives, in the field of security;
- To provide assistance and appropriate response to Mission members and to ensure that all necessary actions are taken, particularly in emergency cases;
- To travel to high risk areas and to conduct security duties;
- To conduct the role and responsibilities of an MSA as appropriate.

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 a minimum level of secondary education attested by a diploma giving access to post-secondary education 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, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Planning and time-management skills;
- Analytical skills;
- Ability to work under stress and in a deadline driven-environment;
- Language skills (English).

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multinational and international organisations.
- Police or military background;
- Successful completion of EU Mission Security Officer Certification Course or equivalent;
- Valid license for armoured vehicles or C or C1 Driving license.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of the Mission area and potential security threats;
- Writing and reporting skills;
- Interpersonal skills, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity;
- 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 maintain necessary contacts and build relationships with all stakeholders and Iraqi counterparts;
- To liaise closely with other Mission's advisers;
- Initiate, develop, and 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 its effective implementation and review to support the delivery of wider national imperatives;
- Advise the ONSA on and contribute to the operationalisation of effective governance arrangements, oversight and accountability in the context of the NSS;
- 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 of its strategic five-year and annual plans and their implementation, along with advising to ensure alignment to relevant NSS objectives;

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 and experience of policing, security sector reform and modern leadership and governance concepts;
- 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;
- Language skills (English).

6. Desirable Qualifications and Experience:

- 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.