

**Annex 1**

**European Union Advisory Mission in Iraq  
(EUAM Iraq)  
3-2023 Call for Contributions  
Requirements and Job Descriptions**

<b>Organisation</b>	<b>European Union Advisory Mission in support of Security Sector Reform in Iraq</b>			
<b>Job Location</b>	<b>Baghdad &amp; Erbil (Iraq)</b>			
<b>Availability</b>	<b>As indicated below</b>			
<b>Staff Regime</b>	<b>As indicated below</b>			
<b>Job Title/ Vacancy notice</b>	<b>Ref.</b>	<b>Name of the post</b>	<b>Location</b>	<b>Available</b>
	<b><u>Seconded only</u> (8 positions)</b>			
	IAT 415	Mission Analytical Capability Analyst	Baghdad	Mar. 2024
	IAO 411	Gender & Human Rights Adviser	Baghdad	Mar. 2024
	IAO 419*	Senior Strategic Adviser on Counter-Terrorism	Baghdad	ASAP
	IAO 423	Senior Strategic Adviser on Organised Crime/Anti-Drugs	Baghdad	ASAP
	IAO 452	Senior Strategic Adviser on Human Resources Management	Baghdad	Oct.2023
	IAO 460, IAO 461	Senior Strategic Adviser on Institutional Reform	Baghdad	Jan. 2024 ASAP
	IAO 474	Senior Strategic Adviser on Organised Crime/Anti-Drugs	Erbil	ASAP
	<b><u>Seconded/Contracted</u> (3 positions)</b>			
	IAT 431	Press & Public Information Officer	Baghdad	ASAP
	IAD 418	Mission Security Analysis Officer	Baghdad	ASAP
	IAD 421	Deputy Medical Adviser	Baghdad	ASAP

*\* pending the availability of the position*

<b>Deadline for applications</b>	<b>Tuesday 10 October 2023 at 17:00 CET (Brussels time)</b>
<b>Interview period</b>	<b>October &amp; November 2023</b>
<b>Submission of application</b>	<p><b>1. You have the nationality of an EU Member State:</b> you must use Goalkeeper to apply: You are already registered on Goalkeeper AND you have an EU Login: <a href="https://goalkeeper.ceas.europa.eu/registrar/web">https://goalkeeper.ceas.europa.eu/registrar/web</a></p> <p><b>b) You do not have a Goalkeeper account or an EU Login:</b> <a href="https://goalkeeper.ceas.europa.eu/registrar/web/DPA/357/details.do">https://goalkeeper.ceas.europa.eu/registrar/web/DPA/357/details.do</a></p> <p><b>2. You do not have the nationality of an EU Member State:</b> 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>
<b>Information</b>	<p>For more information relating to selection and recruitment, please contact the Civilian Planning and Conduct Capability (CPCC):</p> <p><b>Mr Ken WACHTELAER</b> <b>CPCC-EUAM-IRAQ@ceas.europa.eu</b></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),<sup>1</sup> 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).

#### **3. Skills and abilities**

**Language Skills<sup>2</sup>** – Spoken and written proficiency in the working languages of the Mission (English). 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.

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

<sup>2</sup> Common European Framework of References for Languages

**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 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

<b>Position Name:</b> Mission Analytical Capability (MAC) Analyst	<b>Employment Regime:</b> Seconded	
<b>Ref. number:</b> IAT 415	<b>Location:</b> Baghdad	<b>Availability:</b> Mar. 2024
<b>Component/Department/Unit</b> Mission's HQ/CoS	<b>Security Clearance Level:</b> EU RESTRICTED	<b>Open to Contributing Third States:</b> Yes

#### 1. Reporting Line

- The Mission Analytical Capability Analyst reports to the Chief of Staff.

#### 2. Main Tasks and Responsibilities:

- To support the Mission situational awareness in accordance with the agreed Mission Analytical Capability (MAC) concept;
- To establish where required and as directed by the Head of Mission liaison arrangements with relevant counterparts;
- To provide input and draft Mission reports, including special reports;
- To disseminate MAC products internally and/or externally as directed by the Head of Mission and ensure the security of the information handled by the MAC;
- To contribute to security and risk assessments conducted by the Mission, in liaison with the Senior Mission Security Officer;
- To contribute to developing and maintaining MAC working methodology and relevant Standard Operating Procedures;
- To act upon the Head of Mission information and analysis requirements;
- To help if so directed with analysis related to hybrid threats including disinformation and/or other theatre-specific emerging challenges;
- To identify the specific dynamics and actors linked to the situation of the Area of Operation;
- To identify, monitor and report on emerging and on-going hybrid and other threats/challenges in the area of operation and against the Mission, the host nation and EU interests, and to further develop the Missions' 'early warning' capacity on hybrid and other threats, in coordination with relevant actors in the Mission;
- To manage Mission interaction with EU Intelligence and Situation Centre (INTCEN)/Single Intelligence Analysis Capacity including the Hybrid Fusion Cell;
- To lead, manage and coordinate the work and staff of the Mission Analytical Capability Office.

#### 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 5 years of relevant professional experience, after having fulfilled the education requirements.

**5. Essential Knowledge, Skills and Abilities:**

- Analytical skills and knowledge of information collection;
- Writing and reporting skills.

**6. Desirable Qualifications and Experience:**

- Master's degree in any of the fields of Political Science, International Relations, or other related fields;
- Experience in use of analytical IT packages and processes;
- Successful completion open-source intelligence courses;
- Experience in analysing hybrid threats and other emerging threats;
- International experience, particularly in crisis areas with multi-national and international organisations.

**7. Desirable Knowledge, Skills and Abilities:**

- Knowledge of Arabic.



<b>Position Name:</b> Gender & Human Rights Adviser	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> IAO 411	<b>Location:</b> Baghdad, Iraq	<b>Availability:</b> Mar. 2024
<b>Component/Department/Unit:</b> Operations Department/Law Enforcement Agencies Component	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

- The Gender & Human Rights Adviser reports to the Head of Law Enforcement Agencies Component and coordinates closely with the Human Rights and Gender Adviser in the Chief of Staff Office.

### 2. Main Tasks and Responsibilities:

- To advise the Head of Operations and the Mission on human rights mainstreaming in the implementation of the Mission mandate, applying a Human Rights Based Approach in the Mission's internal and external activities;
- To assist with the implementation of the Mission's human rights due diligence framework;
- To proactively ensure that the Head of Operations and Mission members are up to date with the human rights and gender situation in the Mission area;
- To work closely with other Mission members in particular the Mission's Human Rights and Gender Adviser (Chief of Staff Office), to ensure coordination of crosscutting issues;
- To liaise with local and international entities involved in the promotion and monitoring of human rights and gender in the host state;
- To coordinate with other EU actors in the host state to ensure an integrated approach;
- To advise on the development and management of strategic communications regarding human rights and gender;
- To contribute to the development and periodic review of the Mission's Standard Operating Procedures;
- To provide training to Mission members on human rights and gender mainstreaming and human rights due diligence as required.
- To conduct analysis and identify gaps and needs in relation to gender equality, including comparable analysis with international standards and best practices;
- To advise on the promotion of gender equality, gender mainstreaming, the implementation of Women, Peace and Security commitments and gender-responsive policy among host state authorities consistent with the Mission Implementation Plan;
- To contribute to the integration of a gender perspective in the analysis, planning and conduct of activities;
- To support and advise on gender equality, gender mainstreaming and the implementation of Women, Peace and Security commitments in the implementation of Operations projects;
- To support the development and implementation of targeted actions and programmes to promote gender equality, women's participation and addressing gender-based violence, gender-based discrimination, harassment and other challenges in the local counterpart institutions.

### 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/AND 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 5 years of relevant professional experience, after having fulfilled the education requirements.

#### **5. Essential Knowledge, Skills and Abilities:**

- Knowledge of international human rights law and principles and human rights protection systems, and of human rights mainstreaming issues and tools;
- Drafting, reporting and analytical skills;
- Analytical skills and knowledge of conducting gender analysis;
- Understanding and sensitivity to the basic principles of human rights legislation and intergroup relations;
- Communication skills;
- Training skills.

#### **6. Desirable Qualifications and Experience:**

- Successfully completed one of the established training courses for gender advisors;
- International experience, particularly in crisis areas with multinational and international organisations;
- Experience in cooperation with multinational and international institutions/organisations, particularly with Civil Society organisations.

#### **7. Desirable Knowledge, Skills and Abilities:**

- Knowledge of Arabic.

<b>Position Name:</b> Senior Strategic Adviser on Counter-Terrorism	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> IAO 419*	<b>Location:</b> Baghdad, Iraq	<b>Availability:</b> ASAP*
<b>Component/Department/Unit:</b> Operations Department/ Law Enforcement Agencies Component	<b>Security Clearance Level:</b> EU SECRET or Equivalent	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

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

### 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 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 local counterparts in an international context;
- 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 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 multi-national and international organisations;
- Experience in project management;
- Experience with EU JHA/CT policies and relevant EU JHA agencies;
- Knowledge of Arabic.

<b>Position Name:</b> Senior Strategic Adviser on Organised Crime/Anti-Drugs	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> IAO 423	<b>Location:</b> Baghdad, Iraq	<b>Availability</b> ASAP
<b>Component/Department/Unit</b> Operations Department/Law Enforcement Agencies Component	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> 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;
- To develop capacity building activities in the field of organised crime.

### 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.
- Experience in organised crime investigations and international cooperation ;
- Experience and knowledge of witness protection.

**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.

<b>Position Name:</b> Senior Strategic Adviser on Human Resources Management	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> IAO 452	<b>Location:</b> Baghdad, Iraq	<b>Availability:</b> Oct.2023
<b>Component/Department/Unit:</b> Operations Department/ Strategic Civilian SSR Component	<b>Security Clearance Level:</b> EU SECRET or Equivalent	<b>Open to Contributing Third States:</b> 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.

#### **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.



<b>Position Name:</b> Senior Strategic Adviser on Institutional Reform	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> IAO 460 & IAO 461	<b>Location:</b> Baghdad, Iraq	<b>Availability:</b> Jan. 2024, ASAP
<b>Component/Department/Unit</b> Operations Department/Strategic Civilian SSR Component	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> 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.

**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.

<b>Position Name:</b> Senior Strategic Adviser on Organised Crime/Anti-Drugs	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> IAO 474	<b>Location:</b> Erbil, Iraq	<b>Availability</b> ASAP
<b>Component/Department/Unit</b> Operations Department/Law Enforcement Agencies Component	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> 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;
- To develop capacity building activities in the field of organised crime.

### 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;
- Experience in organised crime investigations and international cooperation.

**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.

### Seconded/Contracted positions

<b>Position Name:</b> Press and Public Information Officer	<b>Employment Regime:</b> Seconded /contracted	<b>Post Category for Contracted:</b> Mission Support Management Level (MSML)
<b>Ref. Number:</b> IAT 431	<b>Location:</b> Baghdad, Iraq	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Mission's HQ/CoS/ Press and Public Information Office	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> No

#### 1. Reporting Line

- The Press and Public Information Officer reports to the Senior Press and Public Information Officer/Spokesperson.

#### 2. Main Tasks and Responsibilities:

- To act as Mission spokesperson in the absence of the Senior Press and Public Information Officer/Spokesperson;
- To communicate the work of the Mission to the public as required;
- To contribute to the implementation of the Mission Strategic Communications Plan;
- 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 contribute to the development and maintenance of an effective Mission website and social media accounts;
- To draft press releases, public statements, articles and features;
- To write and design public information material and factsheets;
- To organise contract/tender/designs for Mission visibility items on request of the Senior PPIO/Spokesperson;
- To be the focal point for press and public information work;
- To coordinate with the press offices of other EU actors in the host state.

#### 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 7 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor'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 Communications, Political studies, International Relations, Humanities, Social sciences or other related field;  
AND

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

**5. Essential Knowledge, Skills and Abilities:**

- Experience and skills in digital communication (website management, managing social media accounts, visual communication);
- Strong writing, drafting and presentation and communication skills;
- Local press and media environment awareness.

**6. Desirable Qualifications and Experience:**

- Experience in the field of institutional communication;
- Proficiency with social media and graphic design software;
- International experience, particularly in crisis areas with multinational and international organisations.

**7. Desirable Knowledge, Skills and Abilities:**

- Knowledge of Arabic.

<b>Position Name:</b> Mission Security Analysis Officer	<b>Employment Regime:</b> Seconded/Contracted	<b>Post Category for Contracted:</b> Mission Support Management Level (MSML)
<b>Ref. number:</b> IAD 418	<b>Location:</b> Baghdad, Iraq	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Security & Duty of Care Department/Security Division	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

- The Mission Security Analysis Officer reports to the Deputy Senior Mission Security Officer.

### 2. Main Tasks and Responsibilities:

- To assist the Senior Mission Security Officer to collect/process information and update the contingency plans for implementation in emergencies that require relocation/evacuation of Mission members;
- 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 assist the Senior Mission Security Officer in the development, implementation, and updating of the Mission Security Plan, as well as supporting security and safety instructions and procedures;
  - To assess the security situation and to analyse all relevant information;
  - To produce incident and travel security advisories;
  - To prepare daily, weekly, monthly security working papers, and other reports as required;
  - To produce long-term assessments and forecasts of the security situation;
  - To assist the Senior Mission Security Officer in maintaining continuity of security information analysis;
  - To gather comprehensive information regarding events/actions that may affect the safety and security of Mission members and assets within the Mission area, generate reports and make recommendations;
  - To conduct risk analysis' and threat assessments on security developments for persons and assets;
  - To provide briefings to new Mission members on the security situation and ensure all members are prepared for emergencies;
  - To ensure the quick dissemination of security related information;
  - To assist the Senior Mission Security Officer on Information Security to manage the EUCI and implement the existing rules and policies ;
  - To contribute to security reviews of personal protective security equipment, transport and residences and Mission offices;
  - To liaise and cooperate closely 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 provide timely, precise and accurate reports, analyses.

### **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, out of which a minimum of 2 years of experience in security analysis, after having fulfilled the education requirements.

### **5. Essential Knowledge, Skills and Abilities:**

- Ability to contribute to the development of security policies and procedures;
- Analytical, writing and Reporting skills;
- Ability to work under stress and in a deadline driven-environment;
- Presentation skills (preparing and delivering presentations).

### **6. Desirable Qualifications and Experience:**

- Fields such as security studies, defense studies, peace and conflict studies, intelligence, or any other closely related disciplines;
- Valid license for armoured vehicles or C or C1 Driving license;
- International experience and expertise, 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 in challenging conditions;
- Knowledge of Arabic.



<b>Position Name:</b> Deputy Medical Adviser	<b>Employment Regime:</b> Seconded/Contracted	<b>Post Category for Contracted:</b> Mission Support Management Level (MSML)
<b>Ref. Number:</b> IAD 421	<b>Location:</b> Baghdad, Iraq	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Security & Duty of Care Dept/Medical Office	<b>Security Clearance Level:</b> EU RESTRICTED	<b>Open to Contributing Third States:</b> No

**1. Reporting Line:**

- The Deputy Medical adviser reports directly to the Medical Adviser.

**2. Main Tasks and Responsibilities:**

- To assist, support and provide guidance to the Medical Adviser (MA) on all Mission medical aspects, as required;
- To deputise the MA in her/his absence;
- To provide medical guidance to all Mission members and advise the relevant offices accordingly;
- To prepare and perform medical briefings and training for all Mission Members (employed and newcomers);
- To liaise with other relevant health care providers to coordinate the provision of care and assessment of the quality of primary and specialist care in the country;
- To provide Duty of Care in the Mission area;
- To support the MA in developing plans and policies on all medical/health issues;
- To support the MA in managing the Medical Office contracts and budget;
- When required or instructed by the MA, to act as a focal point for a Mission Critical Incident, taking care about medical and psychosocial assistance, and to liaise with international civilian and non-governmental humanitarian and support agencies in the country;
- To respond to medical incidents and emergencies on a 24/7 basis and provide regular emergency cover on a duty roster;
- To maintain medical and statistical records on all patient assessments, treatment and care;
- To assist the MA in assessing the requirements for further treatment in Mission Area of Operations and/or the medical evacuation (by ground and/or by air) if Mission members are in need of an advanced medical treatment;
- To support the MA in coordinating and monitoring the medical evacuation of staff as per Contingency Plans and SOPs, in close cooperation with healthcare providers and the Mission health insurance company;
- To monitor the epidemiological and overall medical situation in the area of operation;
- To assess on a regular basis the medical treatment facilities (MTF);
- To take on responsibility for other tasks and functions within the Medical Office under the MA's direction.

**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 in medicine of at least 3 years attested by a diploma equivalent to level 6 in the qualification in the National Qualifications Framework or European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area e.g. minimum Bachelor's degree in Nursing with specialisation in Emergency Medicine, Primary Care, Intensive Care or Anaesthesia; AND
- A minimum of 4 years relevant clinical experience, e.g. A&E (Acute and Emergency) or Pre-hospital or Anaesthesia/Intensive Care or Primary Care, out of which 2 years at management level or in the field of medical planning and administrative procedures, after fulfilling the educational requirements;
- Provide a "Certificate of Good Standing/Current Professional Status" or equivalent issued by a competent EU national authority.

#### **5. Essential Knowledge, Skills and Abilities:**

- Ability to perform under stress, in hostile environments;
- Experience in emergency medicine;
- Excellent English Language skills (written and verbal);
- Excellent computer skills in MS Office applications (Excel, Word, Power Point, Access);
- Ability to establish and to maintain effective working relationships as a team member;
- Have good organisational and time management skills.

#### **6. Desirable Qualifications and Experience:**

- Previous management experience;
- International crisis mission experience highly desirable, e.g. CSDP, UN, OSCE or similar;
- Experience as instructor/trainer in emergency & trauma medicine;
- Flight medical and/or MEDEVAC experience;
- International certification in Trauma and Reanimation provider.

#### **7. Desirable Knowledge, Skills and Abilities:**

- Previous experience in the MENA region
- Interpersonal skills, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity;
- Knowledge of Arabic.