



**Annex 1**

<p align="center"><b>European Union Capacity Building Mission in Somalia</b>  <b>EUCAP Somalia</b>  <b>3-2024 Call for Contributions</b>                      Requirements and Job Descriptions</p>				
<b>Organisation:</b>	<b>European Union Capacity Building Mission in Somalia</b>			
<b>Job location:</b>	<b>As indicated below</b>			
<b>Employment regime:</b>	<b>As indicated below</b>			
<b>Job titles/ vacancy notice:</b>	<b>Ref.:</b>	<b>Name of the post:</b>	<b>Location:</b>	<b>Availability:</b>
	<b><u>Seconded (18)</u></b>			
	SOM-9004	Document Manager	Mogadishu	ASAP
	SOM-9005	Executive Officer to DHoM/CoS	Mogadishu	ASAP
	SOM-9009	Mission Analytical Capability (MAC) Analyst	Mogadishu	29/11/2024
	SOM-9024	Head of Planning, Reporting and Evaluation Division	Mogadishu	ASAP
	SOM-9025	Planning and Evaluation Officer	Mogadishu	ASAP
	SOM-9028	Reporting Officer	Mogadishu	ASAP
	SOM-9114	Senior Operations Coordinator	Mogadishu	ASAP
	SOM-9125	Legal Reform Adviser	Mogadishu	ASAP
	SOM-9128	Senior Police Adviser	Mogadishu	ASAP
	SOM-9130	Police Adviser*	Mogadishu	14/12/2024
	SOM-9165	Police Trainer	Mogadishu	ASAP
	SOM-9138	Head of Field Office Somaliland*	Somaliland	02/01/2025
	SOM-9141	Senior Maritime Adviser	Somaliland	06/12/2024
	SOM-9144 SOM-9147	Maritime Adviser	Somaliland	04/01/2025 04/01/2025
	SOM-9155	Head of Field Office Puntland	Puntland	ASAP
	SOM-9158 SOM-9159	Senior Maritime Adviser	Puntland	29/12/2024 ASAP

<b>Deadline for applications:</b>	<b>Friday 04 October 2024 at 17:00 (Brussels time)</b>
<b>Applications must be submitted to:</b>	<p>1) <b>You have the nationality of an EU Member State: you must use Goalkeeper to apply:</b></p> <p>a) <b>You are already registered on Goalkeeper AND you have an EU Login:</b>  <a href="https://goalkeeper.eeas.europa.eu/registrar/web">https://goalkeeper.eeas.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.eeas.europa.eu/registrar/web/DPA/357/details.do">https://goalkeeper.eeas.europa.eu/registrar/web/DPA/357/details.do</a></p> <p>Only seconded nationals of a non-EU Contributing Third State can be proposed by their National Seconding Authority (no personal applications will be considered): Please contact your seconding authority to send them your application form.</p> <p><i><b>Please note:</b> 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. Tapio Rasanen</b>  <b>cpcc.eucaphoa@eeas.europa.eu</b></p>

\*pending confirmation of end of tour of duty of the current incumbent.

### **High Risk Non-Family Mission**

EUCAP Somalia bears a High Risk Non-Family Mission status due to the present risk rating of the mission area as high, according to the SIAC risk rating table. As such, international seconded and contracted mission members shall at no time receive visits or be habitually accompanied by any family member in the mission area for the duration of their present tour of duty or contract.

**Seconded personnel** – For seconded positions, only personnel nominations received through official channels from EU Member States will be considered. EU Member States will bear all personnel-related costs for seconded personnel, including salaries, medical coverage, travel expenses to and from the Mission area (including home leave) and allowances other than those paid according to the Council documents 7291/09 (10 March 2009) and 9084/13 (30 April 2013).

**Contracted personnel** – The Mission may recruit international staff on a contractual basis as required through an employment contract. The employment contract with the Mission establishes the conditions of employment, rights and obligations, remuneration, allowances, travel and removal expenses and the applicable high risk insurance policy.

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

**Tour of duty/contract period** – Subject to the adoption of the Council Decision extending the Mission mandate and approving the appropriate Budgetary Impact Statement, the duration of the deployment should be of 12 months.

The Civilian Operations Commander requests that EU Member States and Contributing Third States (Contributing States) propose candidates for the following international expert positions for [Mission], according to the requirements and profiles described below:

## I. GENERAL CONDITIONS

**Citizenship** – Candidates must have a citizenship of an EU Member State or of a Contributing Third State.

**Integrity** – Candidates must maintain the highest standards of personal integrity, impartiality and self-discipline within the Mission. Selected 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** – 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** – Candidates must be able to undertake any other tasks related with the competencies, responsibilities and functions of the respective position within the Mission, as required by the Head of Mission.

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

## II. REQUIREMENTS

### II.A Essential requirements

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

**Physical and mental health** – 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 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 States/country of residence.

**Education and training** – Candidates should have a recognised qualification under the European Qualifications Framework (EQF), or equivalent, at a level specified in the individual job descriptions. Candidates are advised to verify their compliance through the link: <https://ec.europa.eu/ploteus/content/descriptors-page>.

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

### Skills and abilities

**Language skills** – Candidates must have the understanding, speaking, and writing proficiency in the working languages of the Mission. Certain positions may require higher language skills further specified in the individual job descriptions. The Mission may seek to facilitate language training and where appropriate, specialist language training, for newly recruited Mission staff members. Candidates are advised to verify their proficiency through the following link: <https://europa.eu/europass/en/common-european-framework-reference>.

**Communication and interpersonal skills** – Candidates must have excellent interpersonal and communication skills, both written and oral.

**Organisational skills** – Candidates must have excellent organisational skills, with the ability to prioritise work to meet deadlines, and a concern for order and accuracy.

**Digital skills** – Candidates must have basic digital skills in the competency areas: information and data literacy, communication and collaboration, digital content creation, safety and problem solving. Candidates are advised to verify their proficiency through the following link: <https://digital-strategy.ec.europa.eu/en/news/test-your-digital-skills-and-thrive-digital-world>.

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

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

## **II.B Desirable requirements**

**Knowledge of the Mission area** – 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 Security Sector Reform** – Candidates must be acquainted with Security Sector Reform concepts and practices, especially in the Mission area, as applicable.

**Training and experience** – Candidates should have attended a Civilian Crisis Management Course or equivalent.

**Language** – Knowledge of local language(s), depending on the job tasks and responsibilities.

**Driving licence** – Category C driving licence.

## **III. ESSENTIAL DOCUMENTS AND EQUIPMENT FOR SELECTED CANDIDATES**

**Passport** – Selected candidates must have a biometric passport from their respective national authorities valid for at least six months. 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 on route to the Mission.

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

**Required Personnel Security Clearance (PSC)** – 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 European Union Classified Information (EUCI) will be limited to RESTRICTED until the issuance of their national security clearance. For Contributing Third States selected candidates, an equivalence to access to the required level of EUCI will be delivered on the basis of Security of Information Agreement or Administrative Arrangements with EU or, in their absence, on the basis of the Framework Participation Agreements.

**Certificate/booklet of vaccination** – Selected candidates must be in possession of a valid certificate/booklet of vaccination showing all vaccinations and immunisations received. They also must be vaccinated according to the required immunisations for the Area of Operation of the Mission.

**Medical certificate** – Selected candidates should undergo an extensive medical examination and be certified medically fit for Mission duty. A dental examination is also required to certify that no eminent dental issues are foreseen.

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

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

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

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

#### **IV. ADDITIONAL INFORMATION**

**Equal opportunities** – The EEAS is committed to an equal opportunities policy for all its employees and applicants for employment. As an employer, the EEAS is committed to promoting gender equality and to preventing discrimination on any grounds. It actively welcomes applications from all qualified candidates from diverse backgrounds and from the broadest possible geographical basis amongst the EU Member States. We aim at a service, which is truly representative of society, where each staff member feels respected, is able to give their best and can develop their full potential.

**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 EU Member States and European Institutions to take this into account when putting forward candidates at all levels.

**Application form** – Applications will be considered only when using the online application form (AF) accessible on the Goalkeeper-Registrar software module, indicating which position(s) the candidate is applying for. Candidates seconded by Contributing Third States will apply using the dedicated application form returned in Word format.

**Selection process** – 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 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.

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

**Training** – The selected candidates should complete Missionwise and e-SAFE modules, which are designed for the delegations or an equivalent course. The modules can be accessed in the following link: <https://webgate.ec.europa.eu/eeas/security-e-learnings>.

**Pre-Deployment Training (PDT)** – The selected candidates should have undergone Pre-Deployment Training in accordance with the CSDP agreed Training Policy, or a national alternative of the course.

**Data protection** – The EEAS, and its Directorate CPCC, processes personal data pursuant to Regulation (EC) 2018/1725 on the protection of individuals with regard to the processing of personal data by the EU institutions, 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 might 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> Document Manager	<b>Employment Regime:</b> Secoded	
<b>Ref. Number:</b> SOM-9004	<b>Location:</b> Mogadishu	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Head of Mission/Deputy Head of Mission/Head of Mission Office	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line

The Document Manager reports to the Deputy Head of Mission.

### 2. Main Tasks and Responsibilities:

- To develop, implement and manage a comprehensive records management programme/Mission filing plan for (a) unclassified/classified documents and (b) paper and electronic files, in accordance with European Union External Action Service (EEAS) Information Security and Data Protection regulations, EEAS Archives and Document Management standards;
- To be responsible for the collection, filling and preservation of manual and electronic records (classified and registered access material) to ensure timely access of documents, quality control measures are in place and metadata is introduced;
- To draft and review the Mission Document Management Standard Operating Procedures in accordance with EEAS, Civilian Planning and Conduct Capability (CPCC) Information Security and Data Protection regulations and Document Management standards;
- To recommend and implement new technology applications for archiving and document management;
- To provide advisory services on recordkeeping practices including needs and business process analysis;
- To provide basic-level training to the Mission staff on the use of the Electronic Mission Document Management system;
- To apply retention policies, ensure registration, physical aspects of records storage and transfers meet established standards;
- To promote the importance of documents and archiving management as key Mission resources and provide information management expertise to Mission projects and programmes;
- To ensure, in collaboration with Reporting, INFO security and CIS that all Mission Member have easy access to Mission key documents according to their level of authorization, such as OPLAN, EEAS documents, CivOpsCdr guidelines and instructions, Mission SOPs, HoM's instructions and decisions, etc.;
- To ensure that the Mission has a right tool for knowledge management and key documents for the work of the mission, across departments and accessible (institutional memory) for mission members; To participate in budget drafting and facilitate procurement activities;
- To supervise the closure of files and the preparation of the transfer of Mission's archives to EEAS and the European Commission/Foreign Policy Instrument (FPI) by the end of the mandate or when required (including destruction of non-official documents);
- To ensure the correct transfer of the Mission archive to EEAS/FPI;
- To create an archive of all mission documents in a transparent, easy accessible and comprehensive way.

### 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:**

- Ability to develop policies and procedures to comply with legislation and good practice;
- Knowledge of electronic records management practices and documents management platforms, such as M-files.
- Analytical skills and knowledge of information collection.

**6. Desirable Qualifications and Experience:**

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

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

- Professional knowledge of complex electronic data processing systems;
- Knowledge of EEAS Security Regulations, Data Protection Legislation, and Council Archives and records management standards.



<b>Position Name:</b> Executive Officer to DHoM/CoS	<b>Employment Regime:</b> Seconded	
<b>Ref. number:</b> SOM-9005	<b>Location:</b> Mogadishu	<b>Availability:</b> ASAP
<b>Department/Division/Section:</b> Head of Mission/Deputy Head of Mission Office	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> Yes

**1. Reporting Line:**

The Executive Officer to DHoM/CoS reports to the Deputy Head of Mission.

**2. Main Tasks and Responsibilities:**

- To support the management of the Deputy Head of Mission/Chief of Staff office;
- To maintain a registry of all official contacts with the Mission;
- To coordinate advice and information provided for the Head of Mission/Deputy Head of Mission/Chief of Staff office by Mission offices and Mission members as required;
- To ensure close cooperation with the Head of Mission/Deputy Head of Mission/Chief of Staff office and/or other Mission members, drafting plans, directives, Standard Operating Procedures, orders and instructions to be approved and/or issued by Head of Mission;
- To coordinate and liaise with relevant Mission components as required;
- To maintain contacts with local authorities, governmental organisations, non-governmental organisations or other external counterparts in order to collect and disseminate information;
- To replace the Executive Officer to Head of Mission during his/her absence.

**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:**

- Administrative skills (office management, event planning, project management);
- Ability to organise all senior staff work at strategic level;
- Ability to manage and coordinate a diversified and multidisciplinary teams of advisers;
- High developed communication/ language skills.

**6. Desirable Qualifications and Experience:**

- International experience, particularly in crisis areas with multi-national and international organisations;
- EU protocol;
- Professional training in project management;
- Executive assistant training/course.

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

<b>Position Name:</b> Mission Analytical Capability (MAC) Analyst	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9009	<b>Location:</b> Mogadishu	<b>Availability:</b> 29/11/2024
<b>Component/Department/Unit:</b> Head of Mission/ Deputy Head of Mission Office	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line

The Mission Analytical Capability (MAC) Analyst reports to the Deputy Head of Mission and is administratively line managed by 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 Deputy 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 Deputy 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 Deputy 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 analyse changes on the ground, including trends and events, in order to identify political, security and socioeconomic developments affecting opportunities and challenges to mandate implementation;
- To monitor the production of academic publications bearing relevance to mandate implementation and analyse and communicate its key findings through desk research carried out on a monthly basis.

### 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:**

<b>Position Name:</b> Head of Planning, Reporting and Evaluation Division	<b>Employment Regime:</b> Seconded/Contracted	
<b>Ref. number:</b> SOM-9024	<b>Location:</b> Mogadishu	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Chief of Staff / Planning, Reporting and	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

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

### 2. Main Tasks and Responsibilities:

- To lead, manage and coordinate the work and staff of the Division, to produce the Mission operational planning, reporting and analysis requirements, including, the monthly, six-monthly and special reports and to ensure that project management activities are in line with the mission mandate;
- To compile, ensure consistency and update the Mission Implementation Plan in coordination with the Mission operational and coordination elements, and monitor its execution, including benchmarking, analysis and evaluation of outcome;
- To support external communication and cooperation on technical planning with relevant stakeholders in the Mission area of operation in conjunction with the Mission operational and cooperation/coordination functions;
- To supervise and support the analysis and drafting of reports originating from Mission operational and advisory elements (on operational activities and state of play on mandate implementation), in line with the relevant planning documents;
- To ensure timely and accurate reporting and information flow within the Mission to the Civilian Planning and Conduct Capability, EU Member States and other international stakeholders;
- To identify, manage and report the risks arising from the implementation of specific processes/systems/projects;
- To implement gender-responsive leadership and ensure gender and human rights mainstreaming internally and externally in mandate implementation;
- To uphold a strict zero tolerance policy to misconduct, including all forms of harassment, sexual harassment, discrimination and abuse, and proactively ensure an equal and inclusive work environment for all staff;
- To raise awareness of staff on their rights, obligations and appropriate standards of behaviour, including existing formal and informal complaint and support mechanisms;
- To coordinate and support the Mission's Leadership on the Mission's mandate assessments, reviews and development of the Mission's main planning document (Operational Plan - OPLAN);
- To supervise the risk management collection procedure and support the Chief of Staff on the Mission's Risk Management process;
- To supervise the Mission's lessons learned process and be the Mission's Point of Contact with the Civilian Planning and Conduct Capability on Knowledge Management related matters.

### 3. General Tasks and Responsibilities:

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

### 4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested police and/or military education or training or an award of an equivalent rank; AND
- A minimum of 6 years of relevant professional experience after having fulfilled the education requirements, out of which a minimum 2 years at coordination/management level.

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

- Ability to exercise collaborative, sound and effective leadership;
- Ability to manage, mentor and motivate a professionally diversified and multicultural team;
- Ability to establish, plan, and review priorities;
- Ability to communicate and engage with senior officials and governmental decision makers;
- Report compilation, drafting, analytical and research skills;
- Knowledge about CPCC operational planning, methodologies, processes, and formats;
- Knowledge and experience in benchmarking methodologies and Lessons Learned processes;
- Knowledge and experience in monitoring and evaluation processes and methodologies.

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

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

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

- Analytical capability and profound knowledge of information collection and analytical methods;
- Experience in International Organisation's planning processes.

<b>Position Name:</b> Planning and Evaluation Officer	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9025	<b>Location:</b> Mogadishu	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Chief of Staff Department/ Planning, Reporting and Evaluation Division/ Planning and Evaluation Office	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line

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

### 2. Main Tasks and Responsibilities:

- To support the Mission's chain of command in the conduct of the Mission's mandate reviews and develop the main planning document and assessments;
- 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 the operational activities and state of play of mandate implementation;
- To liaise with the Mission Project Cell to support the identification and development of new projects in line with the Mission's Mandate;
- To liaise regularly with the Mission Security, Support, Advisory and Operations structures for information exchange, coordination, and cooperation, aiming for the collection of the Mission's Lessons Learned observations and development of the Missions Lessons Learned process;
- To prepare Mission coordination meetings on the MIP progress and ensure that Mission personnel is also regularly updated;
- To coordinate, develop and implement baseline surveys, monitoring and evaluation exercises for assessing the impact of the Mission activities;
- To produce planning, evaluation and report documents, necessary for the Mission's reporting chain;
- To prepare and give presentations; produce talking points, speeches and presentations for various purposes and contexts, related to Mission planning and evaluation related matters.
- To coordinate the Planning and Evaluation Office, by proposing the organisation, development and follow-up on the Division's Planning and Evaluation products.

### 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:**

- Knowledge about CPCC operational planning, methodologies, processes, and formats;
- Analytical skills and knowledge of information collection;
- Drafting and research skills;
- Communication and presentation skills;
- Knowledge and experience in benchmarking methodologies;
- Knowledge and experience in monitoring and evaluation processes and methodologies;
- Ability to work under pressure and with tight deadlines and to manage multiple tasks and unexpected demands.

**6. Desirable Qualifications and Experience:**

- International experience, particularly in crisis areas with multinational and international organisations;
- Experience in International Organisations planning processes.

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

- Ability in leading and communicating change management initiatives;
- Knowledge in Risk Management;
- Knowledge in Project Management;
- A previous relevant professional experience in Africa.

<b>Position Name:</b> Reporting Officer	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9029	<b>Location:</b> Mogadishu	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Chief of Staff Department/ Planning, Reporting and Evaluation Division/ Reporting Office	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line

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

### 2. Main Tasks and Responsibilities:

- To communicate with key Mission staff members on information management, analysis and reporting procedures in order to ensure submission of high-quality information;
- To collate and support the quantitative and qualitative analysis of inputs originating from the Mission's operational elements on their operational activities;
- To produce timely and accurate periodic and ad-hoc reports, in respect of the Mission's reporting chain, for submission to the Mission's chain of command;
- To contribute to the development and regular update of the Mission Implementation Plan (MIP);
- To prepare and give presentations, produce talking points, speeches and presentations for various purposes and contexts; and draft meetings reports;
- To contribute to the Mission's Knowledge Management process;
- To support the Senior Reporting Officer to collate the inputs originating from the Mission's Units in support of the Mission's Risk Management process.
- To prepare and give presentations; produce talking points, speeches and presentations for various purposes and contexts and draft meetings reports.

### 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 editing skills;
- Communication and presentation skills;
- Analytical capability and knowledge of information collection;
- Understanding on how to develop and implement baseline surveys, monitoring and evaluation exercises;
- Knowledge in Knowledge Management methodologies.

### 6. Desirable Qualifications and Experience:



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

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

- 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;
- Knowledge and experience in benchmarking;
- Knowledge in Risk Management process;
- A previous relevant professional experience in Africa.

<b>Position Name:</b> Senior Operations Coordinator	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9114	<b>Location:</b> Mogadishu	<b>Availability:</b> ASAP
<b>Department/Division/Section:</b> Operations Department/ Operations Coordination Team	<b>Security Clearance Level:</b> EU CONFIDENTIAL	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Senior Operations Coordinator reports to the Deputy Head of Operations (D/HoOps).

### 2. Main Tasks and Responsibilities:

- To support the HoOps in the coordination of operational activities in the area of responsibility;
- To be a source of advice and support the HoOps in the coordination of operational and oversight activities;
- To establish efficient working relationships at strategic level with all the key national and international stakeholders involved in operational activities of the mission, including EUDEL, UNSOM, UNDP, UNODC and ATMIS;
- To support the HoOps oversight activities in the area of responsibility;
- To identify and coordinate activities that are common to Field Offices;
- To be responsible for the tracking, coordination and advise to Operations and Field Offices on key matters relevant to operational activities in the respective Field Offices;
- To identify and coordinate, in conjunction with other Operations Coordination Team members and with Field Offices Advisors, activities that links HQ intent and guidance with the Field Offices;
- To act as an important source of monitoring capacity to the HoOps in regards of the Mission Implementation Plan;
- To develop situational analysis, develop activities, planning and timely report developed actions.
- To ensure data collection related to Mission's operational activities;
- To contribute to the Mission's internal and external reporting against benchmarking, also assessing the consistency and sustainability of Mission's activities over time, and to provide recommendations for the improvement of Mission's performance.

### 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 coordinate and add value to the mission implementation;
- Ability to provide analyses, planning and reporting as well as a sound understanding of strategic and operational considerations;

- Ability to liaise with other stakeholders, both national and international, thus having good interpersonal skills, good communications skills, tact and integrity;
- Good understanding of policies and organisational aspects relevant to the mission mandate;
- Good knowledge of Human Rights and Gender practices.

**6. Desirable Qualifications and Experience:**

- Previous experience with coordination and facilitation of complicated processes inside larger organisations, preferable in a crises area;
- Experience in project and planning management at strategic level;
- Strategic thinking;
- Experience in knowledge management.

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

- Proven organisational and planning skills.

<b>Position Name:</b> Legal Reform Adviser	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9125	<b>Location:</b> Mogadishu	<b>Availability:</b> ASAP
<b>Department/Division/Section:</b> Operations Department/Field Office Mogadishu/ Maritime Security Unit	<b>Security Clearance Level:</b> EU CONFIDENTIAL	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Legal Reform Adviser reports to Strategic Maritime Adviser / Head of Maritime Unit.

### 2. Main Tasks and Responsibilities:

- To work in close cooperation with the Legal Advisers, Chain of Prosecution Advisers, Strategic Advisers and Police and Coast Guard Advisers;
- To support the enhancement of cooperation and coordination in the conduct of maritime crime investigations and prosecution between law enforcement agencies, prosecutors and courts;
- To strengthen the first level of the criminal justice chain, excluding the correctional system;
- To advise local counterparts on legislation and best practices relevant to police/prosecutor cooperation particularly in the maritime sector;
- To liaise with other international actors;
- To analyse, assess and advise on legislative frameworks governing the justice system in relation to crimes at sea, maritime security (including the ports) and laws regulating maritime affairs/governance including IUU fishing and, as necessary, give expert recommendations;
- To support the development of legal drafting capabilities by mentoring, advising and training;
- To strengthen the Criminal Justice Chain and facilitate police-prosecutor co-operation, in particular to enhance the cooperation and coordination in the conduct of (maritime) criminal investigations and prosecution between law enforcement agencies, prosecutors and courts through advising, e.g. on sustainable legal training for law enforcement, judicial institutions and other authorities, including the development, organisation and conduct of specialised and integrated courses based on a Train to Trainer approach;
- To ensure timely reporting and information flow on justice issues;
- To contribute to identifying and reporting on lessons and best practices within the field of criminal justice, with particular reference to maritime related crime;
- To conduct legal research as necessary;
- To support Legal advisers in the drafting of legislation, as appropriate;
- To support activity across all lines of operations;
- To be embedded with a local institution/Ministry;
- To participate as required in duty trips in the area of operations of the Mission, including other high-risk areas;
- To advise on the promotion of international legal standards and best practices in relation to crimes at sea, maritime security and laws regulating maritime affairs/governance including Illegal, Unreported and Unregulated (IUU) fishing among host state authorities and ensure that these aspects are incorporated in a coordinated and consistent manner in the Mission's Implementation Plan;
- To mentor and advise the Somali judiciary authorities and civilian maritime law enforcement agencies staff in order to improve their skills and entrench relevant training received into their everyday working practices;
- To build strong working relationships with justice system actors in Somalia and other key stakeholders (including international stakeholders, other EU bodies, UN organisations, countries involved in bilateral activities) focused on crimes at sea;
- To monitor and analyse the justice situation in the host state;
- To liaise with and advise the host state justice authorities and relevant security sector reform actors.

### **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 in law 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:**

- Knowledge of legal reform processes in fragile environments, including the development of legal policy and legislation;
- Knowledge of Maritime Law, including relevant conventions, such as UNCLOS and IMO conventions and experience in implementation of international conventions;
- CSDP experience in the areas of Monitoring, Mentoring and Advising.
- Sound knowledge of EU Maritime Strategy and related policies;
- Knowledge of policies, legislative, regulatory and organisational aspects of Coast Guard functions, maritime administration and maritime security;
- Experience in mentoring or conducting legal training;
- Legal drafting skills.

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

- Experience in the field of legislative/normative/regulatory reforms in a post-conflict situation;
- Experience in criminal justice reform either domestically or internationally;
- Experience in Maritime Law and/or Maritime Administration;
- International experience, particularly in crisis areas with multinational and/or international organizations.

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

- Knowledge of constitutional law, human rights law
- Critical thinking and active listening;
- Complex problem-solving skills;
- Knowledge in developing and providing effective eLearning courses.
- Good knowledge of Human Rights and Gender practices

<b>Position Name:</b> Senior Police Adviser	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9128	<b>Location:</b> Mogadishu	<b>Availability:</b> ASAP
<b>Department/Division/Section:</b> Operations Department/Field Office Mogadishu/Police Unit	<b>Security Clearance Level:</b> EU CONFIDENTIAL	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Senior Police Adviser reports to the Senior Police Adviser/Head of Police Unit.

### 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 liaise closely with other horizontal advisers;
- To design and deliver training;
- To provide strategic guidance and advice to the Ministry of Internal Security and the Somali Police Force on the development and implementation of strategies, policies and procedures related to police training, community policing, criminal investigations, intelligence, and police administrative functions;
- To be embedded, if possible, in the Ministry of Internal Security and/or Somali Police Force to offer guidance and assistance to the development of civilian maritime law enforcement capacities in line with the Somali National Security Policy (NSP), and other relevant strategies including the National Policing Model (NPM);
- To advise the Ministry of Justice and Attorney General on the development and implementation of the relevant aspects of law enforcement as defined in the National Security Policy;
- To promote effective cooperation other Somali police bodies, both at federal and member-state (regional) level;
- To work in cooperation with other Mission advisers and Heads of Advisory Units and provide policing advice to the Senior Mission Management and, as required, to other EU bodies;
- To establish efficient working relationships at the strategic level with all the key national and international stakeholders involved in the development of the Somali policing capacity, including e.g. UNSOM, UNDP, UNODC and ATMIS (where applicable in the Field Office AoR).
- To support the development and implementation of the Somali Transition Plan, the New Police Model and other relevant strategies;
- To cooperate closely with EUDEL, EUNAVFOR and EUTM in developing synergies to improve security management in Somalia.

### 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 and delivering training;
- Planning and project development skills;
- Negotiating skills with local interlocutors.

**6. Desirable Qualifications and Experience:**

- International experience, particularly in crisis areas with multinational and international organisations;
- Experience in leading and coordinating international efforts to support host state reforms in the area of Security Sector/Rule of Law;
- Experience of working on maritime security;
- Experience in strategic analyses, planning and reporting as well as a sound understanding of strategic and operational considerations.

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

- Knowledge of security policy, law enforcement strategies, reform of police service organisations and police administrative functions.

<b>Position Name:</b> Police Adviser	<b>Employment Regime:</b> Seconded	
<b>Ref. number:</b> SOM-9130	<b>Location:</b> Mogadishu	<b>Availability:</b> 14/12/2024 *
<b>Department/Division/Section:</b> Operations Department/Field Office Mogadishu/Police Unit	<b>Security Clearance Level:</b> EU CONFIDENTIAL	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Police Adviser reports to the Senior Police Adviser/Head of Unit.

### 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 counterparts on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To ensure timely reporting on activities as per planning documents;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other Mission horizontal advisers;
- To design and deliver training;
- To provide operational guidance and advice to the Somali Police Force (SPF) and Federal Member States on the development and implementation of broader policing policies and procedures related to police training policing, criminal investigations, intelligence, and police administrative functions, in particular for the SPF HQ Operations, Communications and/or Information/Intelligence Directorates;
- To promote effective cooperation between the Somali Police bodies, both at federal and member-state (regional) level;
- To promote effective cooperation between the Somali Police Force and judiciary, with the aim of strengthening the first level of the judicial chain;
- To establish efficient working relationships at operational level with all the key stakeholders involved in the development of the Somali policing capacity, including EU Delegation, UNSOM, UNDP, UNODC and AMISOM complementing their activities on broader police development on operational level;
- To gather data about the workload/performance of local counterparts.

### 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:**

- Ability to mentor, advise and motivate local counterparts;
- Experience of designing and delivering training;
- Organisational, planning and project development skills;
- Knowledge of Security Sector/Rule of Law Reform in a national or host state context.

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

- International experience, particularly in crisis areas with multinational and/or international organizations;
- Experience in coordinating international efforts to support host state reforms in the area of Security Sector/Rule of Law (e.g Interpol, Europol)
- 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.

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

- Knowledge and experience in change management;
- A general knowledge of training, planning training activities and construction of training curriculums etc. Including leadership Training different levels (Strategic, Operational and tactical);
- Ability to accompany and motivate local counterparts.
- Military, Gendarmerie or robust police background and the ability to translate this in training and lessons plans.

<b>Position Name:</b> Police Trainer (Operations)	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9165	<b>Location:</b> Mogadishu	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Field Office Mogadishu/Police Unit	<b>Security Clearance Level:</b> EU CONFIDENTIAL	<b>Open to Contributing Third States:</b> Yes

#### 1. Reporting Line:

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

#### 2. Main Tasks and Responsibilities:

- To plan, conduct and organise police training on tactics, techniques and procedures for law enforcement agencies areas of interventions (e.g. close protection, protection of sensitive locations, detaining, patrols, checkpoints, weapons handling, criminal investigation), in particular for robust type of police Units;
- To conduct Mission direct police training activities according to the Mission Implementation Plan (MIP), related to the training plan and with agreed external training curricula;
- To cooperate with other international and local trainers;
- To support Somali Police Force in developing training strategies, policies, plans, curricula, training institutions;
- To ensure data collection related to Mission's trainings;
- To train the members of Somalia Internal Security Forces (e.g. Federal Darwish, Somali Police Force) on principles of train the trainers, using lessons learned and actual cases;
- To provide input to the development and regular updating of the Mission Implementation Plan;
- To contribute to the Mission's internal and external reporting against benchmarking, assess the consistency and sustainability of the Mission's training activities and provide recommendations for improvement;
- To identify, manage and report the risks arising from the implementation of training specific processes, systems and projects;
- To advise Mission Management on training matters in accordance with Civilian Planning and Conduct Capability (CPCC) guidelines and Mission priorities.

#### 3. General Tasks and Responsibilities:

- To identify and report on lessons identified and learned including 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 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:

- Presentation skills and experience drafting materials used for training;
- Professional experience in managing, coordinating and delivering training, minimum of 3 years, including experience in national/international training units/programmes for law enforcement, including EU mentoring, monitoring, advising and training methodologies;
- Ability to work in a team of trainers (international and local) in high risk locations;
- Knowledge of Professional Intervention related matters.

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

- Professional training qualification/certification from recognised institution;
- Experience in the design and implementation of training materials, including the development of manuals, tools, and conducting interactive capacity building activities;
- Professional law enforcement experience working in security matters and its interoperability with Defence Units;
- Experience in gender and human rights mainstreaming in training content planning and project implementation;
- Experience in designing and delivering training to trainers;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Organisational, analytical and administrative skills;
- Lifesaving (MARCH) medical training skills
- Counter IED knowledge and training skills
- Ability to plan, multitask and manage time effectively.

<b>Position Name:</b> Head of Field Office Somaliland	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9138	<b>Location:</b> Somaliland	<b>Availability:</b> 02/01/2025*
<b>Component/Department/Unit:</b> Operations Department/ Field Office Somaliland	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Head of Field Office reports to the Deputy Head of Operations.

### 2. Main Tasks and Responsibilities:

- To lead, manage and coordinate the work and staff of Field Office in accordance with the Mission Implementation Plan and relevant planning documents;
- To coordinate and contribute to the development and updating of the Mission Implementation Plan by identifying the Field Office operational requirements;
- To ensure Field Office Mission members are periodically updated about and contribute to the Mission mandate implementation progress;
- To coordinate the Field Office contribution to the Mission internal and external reporting;
- To assess the consistency and sustainability of Mission operational activities in accordance with the Mission Operation Plan and provide recommendations for the improvement of Mission performance;
- To ensure close coordination with other Mission operational, horizontal advising and support functions;
- To coordinate the Mission Support related aspects of the Field Office, under the guidance of the Head of Mission Support Department;
- To lead, coordinate and contribute to the Field Office work with local authorities, and local EU/international actors;
- To identify confidence building measures particularly in the Field Office area of responsibility in consultation with the Head of Operations;
- To ensure that Field Office staff perform their work in a secure and safe environment in coordination with the Security and Duty of Care;
- To ensure Standard Operating Procedures are implemented with the Field Office;
- 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 liaise and coordinate the Mission's mandate implementation and activities with senior representatives of relevant line-ministries and government institutions, as appropriate;
- To contribute to Mission internal planning and developing the different activities and projects connected to maritime security in Mogadishu;
- To lead the Mission's team of operational advisers with regard to the implementation of the mandate to enhance law enforcement in Somalia and that the necessary policy, legislative and institutional frameworks are in place;
- To coordinate/cooperate and/or supervise the coordination/cooperation of the Field Office's support staff members as appropriate with the Mission Security and Duty of Care Department, and Chief of Staff's office, in particular the Project Cell, General Support and Services Section, Communication and Information Systems Section and the Finance Section and also with the Field Office Facility Manager.

### 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 relevant discipline;
- International experience, particularly in crisis areas with multinational and international organisations;
- Experience in strategic analysis, planning and reporting as well as a sound understanding of strategic and operational considerations;
- Management experience from Maritime civil law enforcement agencies;
- Working experience within the law enforcement area.

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

- Negotiating skills with local interlocutors;
- Strategic and creative thinking;
- Ability to multi-task with a time management efficiency;
- Proven organisational and planning skills.

<b>Position Name:</b> Senior Maritime Adviser	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9141	<b>Locations:</b> Somaliland	<b>Availability:</b> 06/12/2024
<b>Department/Division/Section:</b> Operations Department/ Field Office Somaliland/ Maritime Security Unit	<b>Security Clearance Level:</b> EU CONFIDENTIAL	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Senior Maritime Adviser reports to the Head of Field Office Somaliland.

### 2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan by advising and mentoring local counterpart on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other horizontal advisers;
- To provide advice, guidance, mentoring and training on topics related to the coast guard functions and maritime skills (navigation, seamanship, engineering, communications, etc.);
- To establish efficient working relationships at strategic level with all the key stakeholders involved in the Puntland coast guard function capacity development, including UNSOM and UNODC and complementing their activities on Coast Guard Function development
- To develop training curricula in cooperation with the other Mission experts;
- To provide operational guidance and advice to develop civilian (maritime) law enforcement operational capabilities in line with the Somali strategies;
- To assess the operational capacity skills and needs of the Somali civilian law enforcement/security agencies and advise on improvements;
- To establish and maintain cooperation with the authorities of the maritime law enforcement services on the development of training programmes on maritime security matters including Coast Guard functions;
- To conduct, upon request, reviews of the structures on authorities involved in carrying out the Coast Guard functions;
- To support the selection of future trainees, among the maritime law enforcement services, for advanced training courses;
- To ensure data collection related to Mission's training;
- To contribute to the Unit's contribution to the Mission's internal and external reporting against benchmarking, also assessing the consistency and sustainability of Mission's training activities over time, and to provide recommendations for the improvement of Mission's performance.

### 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 and delivering training;
- Sound knowledge of EU Maritime Strategy and related policies;
- Good understanding of policies and organisational aspects of a maritime administration, implementing maritime security and Coast Guard functions;
- Sound knowledge of maritime law;
- Good knowledge of Human Rights and Gender practices.

**6. Desirable Qualifications and Experience:**

- International experience, particularly in crisis areas with multinational and international organisations;
- CSDP experience in the areas of Monitoring, Mentoring and Advising;
- Previous experience in the delivery of training connected to the coast guard functions;
- Experience in project management;
- Experience of small boat driving and maintenance.

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

- Ability to mentor and motivate local counterparts;
- Professional certification in Mentoring, Monitoring & Advising;
- Professional Training Qualification/Certification.

<b>Position Name:</b> Maritime Adviser	<b>Employment Regime:</b> Seconded	
<b>Ref. Number :</b> SOM-9144 SOM-9147	<b>Location:</b> Somaliland	<b>Availability:</b> ASAP
<b>Department/Division/Section:</b> Operations Department/ Field Office Somaliland/ Maritime Security Unit	<b>Level of Security Clearance:</b> EU CONFIDENTIAL	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Maritime Adviser reports to the Head of Field Office Somaliland

### 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 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 counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To ensure timely reporting on activities as per planning documents;
- To maintain necessary contacts and build relationships with relevant local counterparts and stakeholders;
- To liaise closely with other Mission horizontal advisers;
- To design and deliver training;
- To assess the status of the institutional development of maritime civilian law enforcement agencies and give expert recommendations;
- To support the Mission's efforts in addressing areas of structural weakness in the performance and accountability of respective counterparts / institutions and to propose solutions to strengthen them;
- To build strong working relationships with relevant actors in Somaliland and other key stakeholders (including international stakeholders, other EU instruments, UN organisations, countries involved in bilateral activities);
- To advise counterparts on the development of governance of maritime civilian law enforcement agencies and develop and organise training, including in the field of human resources, recruitment, management, accountability, oversight and gender representation;
- To promote effective cooperation and information sharing between the civilian maritime law enforcement agencies and judiciary, to strengthen the first level of the judicial chain;
- To contribute to elaborating Standard Operational Procedures (SOPs) concerning the civilian Coast Guard Functions and performance of law enforcement at sea.

### 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:**

- Ability to mentor, advise and motivate local counterparts;
- Sound knowledge of EU Maritime Strategy and related policies and maritime law;
- Good understanding of policies and organisational aspects of a maritime administration, implementing maritime security and civilian Coast Guard functions;
- Previous experience in the delivery of education and training connected to the civilian Coast Guard functions;
- Good knowledge of Human Rights and Gender practices.

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

- International experience, particularly in crisis areas with multinational and/or international organisations;
- CSDP experience in the areas of Monitoring, Mentoring and Advising;
- Experience in project management;
- Experience in providing training in boat handling, navigation and maritime communications (GMDSS, OSC).

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

- Ability to advise effectively senior decision makers;
- Organisational, planning and project development skills;
- Professional certification in Mentoring, Monitoring & Advising;
- Professional Training Qualification/Certification;
- Knowledge of Maritime operation/Fisheries Monitoring/Maritime Rescue and Coordination centre functions.

<b>Position Name:</b> Head of Field Office	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9155	<b>Location:</b> Puntland	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Operations Department/Field Office Puntland	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Head of Field Office reports to the Deputy Head of Operations.

### 2. Main Tasks and Responsibilities:

- To lead, manage and coordinate the work and staff of Field Office in accordance with the Mission Implementation Plan and relevant planning documents;
- To coordinate and contribute to the development and updating of the Mission Implementation Plan by identifying the Field Office operational requirements;
- To ensure Field Office Mission members are periodically updated about and contribute to the Mission mandate implementation progress;
- To coordinate the Field Office contribution to the Mission internal and external reporting;
- To assess the consistency and sustainability of Mission operational activities in accordance with the Mission Operation Plan and provide recommendations for the improvement of Mission performance;
- To ensure close coordination with other Mission operational, horizontal advising and support functions;
- To coordinate the Mission Support related aspects of the Field Office, under the guidance of the Head of Mission Support Department;
- To lead, coordinate and contribute to the Field Office work with local authorities, and local EU/international actors;
- To identify confidence building measures particularly in the Field Office area of responsibility in consultation with the Deputy Head of Operations;
- To ensure that Field Office staff perform their work in a secure and safe environment in coordination with the Security and Duty of Care;
- To ensure Standard Operating Procedures are implemented with the Field Office;
- 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 liaise and coordinate the Mission's mandate implementation and activities with senior representatives of relevant line-ministries and government institutions, as appropriate;
- To contribute to Mission internal planning and developing the different activities and projects connected to maritime security in Puntland;
- To lead the Mission's team of operational advisers with regard to the implementation of the mandate to enhance law enforcement in Somalia and that the necessary policy, legislative and institutional frameworks are in place.

### 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 coordination/management level.

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

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

**6. Desirable Qualifications and Experience:**

- Master's Degree in management, business administration or other relevant discipline;
- International experience on leadership and management, particularly in crisis areas with multinational and international organisations.
- Experience in strategic analysis, planning and reporting as well as a sound understanding of strategic and operational considerations;
- Working experience within the law enforcement area on ministerial level.

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

- Negotiating, advising and mentoring skills with local in senior or ministerial interlocutors;
- Strategic and creative thinking, including ability to contribute with policy and strategic document drafting;
- Ability to multi-task with a time management efficiency;
- Proven organisational and planning skills.

<b>Position Name:</b> Senior Maritime Adviser	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9158, SOM-9158	<b>Locations:</b> Puntland	<b>Availability:</b> 29/12/2024 ASAP
<b>Department/Division/Section:</b> Operations Department/ Field Office Puntland/ Maritime Security Unit	<b>Security Clearance Level:</b> EU CONFIDENTIAL	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Senior Maritime Adviser reports to the Head of Field Office Puntland.

### 2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan by advising and mentoring local counterpart on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other horizontal advisers;
- To provide advice, guidance, mentoring and training on topics related to the coast guard functions and maritime skills (navigation, seamanship, engineering, communications, etc.);
- To establish efficient working relationships at strategic level with all the key stakeholders involved in the Puntland coast guard function capacity development, including UNSOM and UNODC and complementing their activities on Coast Guard Function development
- To develop training curricula in cooperation with the other Mission experts;
- To provide operational guidance and advice to develop civilian (maritime) law enforcement operational capabilities in line with the Somali strategies;
- To assess the operational capacity skills and needs of the Somali civilian law enforcement/security agencies and advise on improvements;
- To establish and maintain cooperation with the authorities of the maritime law enforcement services on the development of training programmes on maritime security matters including Coast Guard functions;
- To conduct, upon request, reviews of the structures on authorities involved in carrying out the Coast Guard functions;
- To support the selection of future trainees, among the maritime law enforcement services, for advanced training courses;
- To ensure data collection related to Mission's training;
- To contribute to the Unit's contribution to the Mission's internal and external reporting against benchmarking, also assessing the consistency and sustainability of Mission's training activities over time, and to provide recommendations for the improvement of Mission's performance.

### 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 and delivering training;
- Sound knowledge of EU Maritime Strategy and related policies;
- Good understanding of policies and organisational aspects of a maritime administration, implementing maritime security and Coast Guard functions;
- Sound knowledge of maritime law;
- Good knowledge of Human Rights and Gender practices.

**6. Desirable Qualifications and Experience:**

- International experience, particularly in crisis areas with multinational and international organisations;
- CSDP experience in the areas of Monitoring, Mentoring and Advising;
- Previous experience in the delivery of training connected to the coast guard functions;
- Experience in project management;
- Experience of small boat driving and maintenance.

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

- Ability to mentor and motivate local counterparts;
- Professional certification in Mentoring, Monitoring & Advising;
- Professional Training Qualification/Certification.