

**Annex 1**

<p><b>European Union Advisory Mission in Support of Security Sector Reform in Iraq (EUAM Iraq) 1-2025 Call for Contributions for Visiting Expert (VE CFC 1-2025) Requirements and Job Description</b></p>
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<b>Organisation</b>	European Union Advisory Mission in support of Security Sector Reform in Iraq			
<b>Job Location</b>	Baghdad/Iraq			
<b>Availability</b>	As indicated below			
<b>Staff Regime</b>	Seconded as Visiting Expert (VE)			
<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></b> (3 positions)			
	VE-SAIM 501	Strategic Analytics and information Management (SAIM)	Baghdad	ASAP
	VE-CIA 502	Crime and Intelligence Analysis (CIA)	Baghdad	ASAP
	VE-OSCA 503	Open -Source Collection and Analysis (OSCA)	Baghdad	ASAP

<b>Deadline for applications</b>	<b>Thursday 23 January 2025 at 17:00 CET (Brussels time)</b>
<b>Interview period</b>	<b>February 2025</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.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><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 Zsolt FEJES</b></p> <p><b>CPCC-EUAM-IRAQ@eeas.europa.eu</b></p>
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**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.

**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 3 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. 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.

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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

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

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

## **II.B Desirable Requirements**

**Knowledge of the Mission area** – The candidates should have a good knowledge of the history, culture, social and political situation of the region and also knowledge of the police, judiciary and governmental structures, as applicable.

**Knowledge and Experience of SSR** - The candidates must be acquainted with Security Sector Reform concepts and practices, especially in the Mission area.

**Training and Experience** – The candidates should have attended a Civilian Crisis Management Course or equivalent.

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

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

**Visas** – Contributing states and selected candidates must ensure that visas are obtained for entry into the Mission area prior to departure from their home country. It is also essential to obtain any transit visas, which may be required for passage through countries *en route* to the Mission. The seconding state can be supported by the Mission with a Secondment Letter and Letter of Exchange with the relevant Iraqi Ministry.

**Required Personnel Security Clearance (PSC)** – The selected candidates will have to be in possession of the necessary level of Personnel Security Clearance (PSC) as specified in the respective job descriptions. For seconded experts, the original certificate of the national security clearance or a proof of the initiation of the process must accompany them upon deployment. For 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.

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

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

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

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

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

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

**Selection Process** – The candidates considered to be most suitable will be shortlisted and, if needed, interviewed in Brussels, at the Headquarters of the Mission or by video conference/skype/phone before the final selection is made. If seconded candidates are required to travel to Brussels/Mission Headquarters for interviews, the contributing states will bear any related costs.

The selection of candidates who are working for other civilian CSDP Missions at the time of their application will be subject to an impact assessment considering the operational needs of the CSDP Missions concerned.

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

**Data Protection** – The EEAS and its CPCC Directorate process personal data pursuant to Regulation (EC) 2018/1725 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data. The Privacy statement is available on the EEAS website.

#### **V. JOB DESCRIPTIONS**

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

<b>Position Name:</b> Visiting Expert - Strategic Analytics and Information Management (SAIM)	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> VE-SAIM 501	<b>Location:</b> Baghdad, Iraq	<b>Availability:</b> ASAP
<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 Visiting Expert (VE) - Strategic Analytics and Information Management (SAIM) will report to the Head of Strategic Civilian SSR Component.

### 2. Main Tasks and Responsibilities:

- To advise and assist the Ministry of Interior (MoI) Director General Planning and Follow Up Directorate (PFUD) to assess and support the development of capacity and capabilities;
- To assist the Senior Strategic Advisors Strategy, Planning, and Institutional Reform in providing policy advice and recommendations to the Director General of the Ministry of Interior Planning and Follow Up Directorate on the institutional development and utilisation of analytical, statistical and information management capabilities to support strategic planning, reform and decision making as operational, tactical and strategic levels building institutional resilience;
- Undertake a situational assessment of MoI needs to support the efficiency of information management within the Ministry to inform policy advice and recommendations;
- Undertake assessment of the information landscape; definition of information and data needs; design of data and information activities;
- Conduct stakeholder analysis and workshops to inform understanding of relevant existing mechanisms and business processes (definition, collection, analysis, storage, dissemination);
- Review existing analytical and statistical capacity and capabilities and provide recommendations which contribute to business intelligence and transformation;
- Advise of potential development of Strategic Information Management System;
- Advise on process improvement and systems development which contributes to effective collation and analysis of data;
- Advise on the production of timely and accurate periodic and ad-hoc statistical reports for submission based upon methodologies recognised as best practice;
- To support the organisation of quantitative and qualitative analysis inputs originating from the Ministry's Directorates and Governorates ensuring linkages to strategic planning cycle;
- Advise on development of robust data collation and analysis methodologies to inform strategic level decision making and the development of an institutional framework.

### 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 second 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 professional experience, after having fulfilled the education requirements.

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

- Competency in computer skills with proficiency in Microsoft Excel functions like VLOOKUP, Pivot Tables, etc;
- Proficiency and flexibility in using statistical software, especially R, SPSS, or similar, (preferable open source) software;
- Demonstrated experience in drafting technical reports/documents in English is considered a strong asset;
- Proven ability for accuracy under pressure and adherence to deadlines;
- Experience in designing and delivering effective statistical training;
- Language – English both spoken and written must be at high level (C1 or higher).

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

- Relevant experience from working with or in Police or similar law enforcement organisations;
- Experience in analyses of sustainable development issues and the use of statistics in national development policy analysis and formulation in the Middle East will be an added advantage;
- Experience working with large data or leading large data collection projects.

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

- To have good working knowledge of the political, cultural and security situation of Iraq or other areas within the similar geopolitical region;
- Excellent skills in communication, negotiation, compromise, and building consensus within the team and with the counterparties;
- Knowledge of Arabic is an asset.

<b>Position Name:</b> Visiting Expert – Crime and Intelligence Analysis (CIA)	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> VE-CIA 502	<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 Visiting Expert (VE) – Crime and Intelligence Analysis (CIA) will report to the Head of Law Enforcement Agencies Component (LEAC).

### 2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by liaising and/or advising relevant counterparts at the appropriate level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterparts in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To liaise closely with other Mission advisers;
- To advise and assist relevant security sector representatives in Iraq in assessing existing capacity, identifying challenges, and facilitating context-specific interventions;
- To design and deliver training on relevant aspects of crime and intelligence analysis to strengthen Iraqi ownership of future development work, as appropriate;
- To enhance and develop, through advice and assistance, the capabilities of the relevant Iraqi security sector authorities in an ever-evolving landscape of criminal activity, particularly in statistics, analysis, data research, and the investigation of serious criminal and international crime cases, including predicting patterns, analysing modus operandi, and processing intelligence, information, and criminal data;
- To identify best practices and lessons learned within the field of responsibility;
- To ensure timely reporting on activities within the field of responsibility, as outlined in planning documents, including a final report/action plan with recommendations for the way forward;
- To ensure compliance with instructions from senior management.

### 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 second 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 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;
- Professional experience from a national security/intelligence service, law enforcement criminal intelligence, or a relevant international organisation (e.g. Europol, Interpol, UN) in an intelligence role;
- Expert knowledge of national and international/EU best practices and lessons learned in the subject matter outlined in main tasks and responsibilities above;
- Excellent interpersonal communication skills and teamwork capacity, with a proven ability to work in a multi-cultural, multiethnic environment with sensitivity and respect for diversity;
- Proven ability to effectively communicate knowledge, assessments, and advice to national decision-makers as well as officers of varying ranks;
- Language – English, both spoken and written, at an advanced level (C1 or higher);
- Highly resilient under mental pressure in a high-risk environment, with a willingness to work extra hours when required.

**6. Desirable Qualifications and Experience:**

- International experience, particularly in crisis areas with multinational and international organisations in Iraq or the region.

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

- Good working knowledge of the political, cultural and security situation of Iraq and the region;
- Knowledge of the functioning of the EU, particularly CFSP and CSDP;
- Knowledge of Arabic / Kurdish language.

<b>Position Name:</b> Visiting Expert – Open-Source Collection and Analysis (OSCA)	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> VE-OSCA 503	<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 Visiting Expert (VE) – Open-Source Collection and Analysis will report to the Head of Law Enforcement Agencies Component (LEAC).

**2. Main Tasks and Responsibilities:**

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by liaising and/or advising relevant counterparts at the appropriate level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterparts in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To liaise closely with other Mission advisers;
- To advise and assist relevant security sector representatives in Iraq in assessing existing capacity, identifying challenges, and facilitating context-specific interventions;
- To design and deliver training on relevant aspects of Open-Source Intelligence (OSINT) and analysis, including, for example, traditional mass media, social media, commercial, government, and academic information, specialized publications, studies, geospatial and biographical information, and more, to strengthen Iraqi ownership of future development work, as appropriate;
- To enhance and develop, through advice and assistance, the capabilities of the relevant Iraqi security sector authorities in utilizing technical tools and methodologies for the in-depth and systematic collection, processing, management, and dissemination of publicly available data according to intelligence requirements, in order to aid and support the investigation of serious criminal and international crime cases in a specific region or subject area;
- To ensure timely reporting on activities within the field of responsibility, as outlined in planning documents, including a final report/action plan with recommendations for the way forward;
- To ensure compliance with instructions from senior management.

**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 second 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 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;
- Professional experience from a national security/intelligence service, law enforcement criminal intelligence, or a relevant international organisation (e.g. Europol, Interpol, UN) in an intelligence role;
- Expert knowledge of national and international/EU best practices and lessons learned in the subject matter outlined in main tasks and responsibilities above;
- Excellent interpersonal communication skills and teamwork capacity, with a proven ability to work in a multi-cultural, multiethnic environment with sensitivity and respect for diversity;
- Proven ability to effectively communicate knowledge, assessments, and advice to national decision-makers as well as officers of varying ranks;
- Language – English both spoken and written must be at high level (C1 or higher);
- Highly resilient under mental pressure in a high-risk environment, with a willingness to work extra hours when required.

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

- International experience, particularly in crisis areas with multinational and international organisations in Iraq or the region.

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

- Good working knowledge of the political, cultural and security situation of Iraq and the region;
- Knowledge of the functioning of the EU, particularly CFSP and CSDP;
- Knowledge of Arabic / Kurdish language.