

# EUROPEAN EXTERNAL ACTION SERVICE



## Annex 1

<p><b>EUCAP Sahel Mali - Regional Advisory and Coordination Cell</b>  <b>RACC</b>  <b>1-2025 Call for Contributions for Visting Experts</b>  Requirements and Job Descriptions</p>
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<b>Organisation:</b>	<b>EUCAP Sahel Mali - Regional Advisory and Coordination Cell (RACC)</b>			
<b>Job Location:</b>	<b>As indicated below</b>			
<b>Availability:</b>	<b>As indicated below</b>			
<b>Employment Regime:</b>	<b>Seconded</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</u></b> (4 positions)			
	VE RACC 01 - 02	Trainer on maintaining and restoring public order	Nouakchott	29 April – 28 June 2025 with no possibility of extension, and non-permanent deployment
	VE RACC 03 – 04	Trainer on Professional Intervention	Nouakchott	29 April – 28 June 2025 with no possibility of extension, and non-permanent deployment
<b>Deadline for applications:</b>	<b>Friday, 28 March 2025 at 17:00 (Brussels time)</b>			
<b>Applications must be submitted to:</b>	<p><b>1) You have the nationality of an EU Member State: you must use Goalkeeper to apply:</b></p> <p><b>a) You are already registered on Goalkeeper AND you have an EU Login:</b></p> <p><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></p> <p><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><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.</i></p> <p><i>We are unable to provide contact details of national Seconding Authorities.</i></p>
<p><b>Information:</b></p>	<p>For more information relating to selection and recruitment, please contact the EU Civilian Operations Headquarters:</p> <p><b>Mr Giuseppe MARONGIU</b></p> <p><a href="mailto:CIVOPSHQ-HR-EUCAP-SAHEL-MALI@eeas.europa.eu">CIVOPSHQ-HR-EUCAP-SAHEL-MALI@eeas.europa.eu</a></p> <p><b>+32 (0)2 5843416</b></p>

### **Low and/or Medium Risk Non-Family Mission**

RACC Mauritania bears a Low and Medium Risk Non-Family Mission status. As such, the Mission takes no responsibility for family members of mission members visiting or habitually residing in the country. Only international mission members are covered by the Mission status (SOMA), MEDEVAC or security/evacuation arrangements and use of Mission assets including vehicles. All costs for family members in the Mission area, including insurance, are the responsibility of each staff member. Subject to deterioration of the security situation and possible evolution of the SIAC risk rating, the Head of Mission will propose to the Civilian Operation Commander, in consultation with the EEAS Security Department, to take measures to change the application of the Low and/or Medium Risk Non-Family status into High-Risk Non-Family status.

**Seconded personnel** – For seconded positions, only personnel nominations received through official channels from EU Member States and Invited Third States (Contributing States) will be considered.

The Mission shall cover the Visiting Experts (VE) travel costs to and from the place of deployment and for any duty travel while on deployment.

Contributing States and EU Agencies will bear all personnel-related costs for seconded VE, e.g. salaries and medical coverage (with the exception of the High-Risk insurance), and allowances other than those paid according to the Council documents 7291/09 (10 March 2009) and 9084/13 (30 April 2013).

Due to the non-permanent nature of VE assignments to Missions, specific provisions may apply with regard to their status, entitlements (e.g. leave days), rights and obligations and security.

**Tour of duty** – The duration of the deployment is indicated in the respective job description, respectively for 8,5 weeks, according to the planned schedule.

The Civilian Operations Commander requests that EU Member States propose candidates for the following international expert positions for RACC, 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 Mission 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 strongly 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) or Certificate of Good Conduct** – Selected candidates will have to be in possession of the necessary level of a Personnel Security Clearance (PSC) as specified in the respective job descriptions. In case of lack of such requirement in the job description, selected candidates are required to present a valid official document from their respective country's competent national Authority confirming the lack of convictions for crimes or offences under common law, not older than 3 months (the so-called ***Certificate of good conduct***).

In case of the PSC requirement: seconded experts must provide the original certificate of the national security clearance or a proof of the initiation of the process upon deployment. For contracted experts, the process will be initiated by the Mission upon deployment. Please note that the role of the Mission is limited to initiation of the process and the Mission declines all responsibility regarding its final outcome.

In any case, the final PSC certificate must be presented within 12 months from the deployment. Failing to meet this requirement will result in the termination of the secondment/contract and no extension can be granted. Please note that Heads of Mission, Deputy Heads of Mission and Senior Mission Security Officers must always provide a valid PSC upon their deployment – a proof of initiation of the PSC is not accepted.

In case of the ***Certificate of good conduct***, seconded experts must deliver such a certificate to their respective Seconding Authority. Contracted experts must deliver such a certificate to the Mission's Human Resources before their deployment. In case of possession of multiple nationalities, or if a candidate has or had his/her residence in a country, which is not his/her country of origin, a certificate must be issued by every country where the selected candidate has had

his/her residence for a period longer than 1 year during the last 5 years preceding the deployment (except if he/she resided there prior to reaching the age of 18 years).

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 Civilian Operations Headquarter 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-learning>.

**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 the Civilian Operations Headquarter, 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 (4)

<b>Position:</b> Trainer on Maintaining and Restoring Public Order (2 posts)	<b>Employment Regime:</b> Secoded	
<b>Ref. Number:</b> VE RACC 01 VE RACC 02	<b>Location:</b> Nouakchott	<b>Availability:</b> 29 April to 28 June 2025
<b>Component/Department/Unit:</b> RACC	<b>Security Clearance Level:</b> EU RESTRICTED (Criminal Record required)	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Trainer on Maintaining and Restoring Public Order reports directly to the Senior Civilian Crisis Management Adviser.

### 2. Main Tasks and Responsibilities:

- To train the members of the National Guard of Mauritania - on maintaining and restoring public order related tasks, including basic principles of crowd control, using lessons learned and actual cases;
- To train and provide tactical and operational advice to public order unit leaders;
- To help the National Guard of Mauritania to identify their needs in terms of maintaining and restoring public order;
- To help the National Guard of Mauritania to elaborate Standard Operation Procedures, especially related to large scale and multi-disciplinary maintaining and restoring public order operations;
- To ensure data collection related to Misson's trainings.

### 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 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:**

- Presentation and mediation skills;
- Knowledge of Maintaining and Restoring Public Order related matters;
- Ability to draft policies, guidelines, and communicate to a broad audience;
- Experience in organising interactive training and/or adult learning programs including program planning, design, implementation, management, monitoring and evaluation;
- Ability to plan, multitask and manage time effectively;
- Ability to accompany and motivate local counterparts;
- Knowledge of Professional Intervention related matters;
- French language skills: minimum level B1/B2 (Independent User);
- English language skills: minimum level B1/B2 (Independent User).

**6. Desirable Qualifications and Experience:**

- Experience as Law Enforcement Officer;
- Professional Training Qualification/Certification;
- Experience in designing and delivering training
- Experience in public order, crowd control and VIP protection;
- International experience, particularly in crisis areas with multi-national and international organisations.

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

- N/A

<b>Position:</b> Trainer on Professional Intervention (2 posts)	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> VE RACC 03 VE RACC 04	<b>Location:</b> Nouakchott	<b>Availability:</b> 29 April to 28 June 2025
<b>Component/Department/Unit:</b> RACC	<b>Security Clearance Level:</b> EU RESTRICTED (Criminal Record required)	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Trainer on Professional Intervention reports directly to the Senior Civilian Crisis Management Adviser.

### 2. Main Tasks and Responsibilities:

- To train the members of the National Guard of Mauritania - on professional intervention, including basic principles of crowd control, using lessons learned and actual cases;
- To train and provide tactical and operational advice to professional intervention unit leaders;
- To help the National Guard of Mauritania to identify their needs in terms of professional intervention training activities;
- To help the National Guard of Mauritania to elaborate Standard Operation Procedures, especially related to large scale and multi-disciplinary professional intervention operations;
- To ensure data collection related to Mission's trainings.

### 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 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:**

- Presentation and mediation skills;
- Ability to draft policies, guidelines, and communicate to a broad audience;
- Experience in organising interactive training and/or adult learning programs including program planning, design, implementation, management, monitoring and evaluation;
- Ability to plan, multitask and manage time effectively;
- Ability to accompany and motivate local counterparts;
- Knowledge of Professional Intervention related matters;
- French language skills: minimum level B1/B2 (Independent User);
- English language skills: minimum level B1/B2 (Independent User).

**6. Desirable Qualifications and Experience:**

- Experience as Law Enforcement Officer;
- Professional Training Qualification/Certification;
- Experience in designing and delivering training;
- Experience in public order, crowd control and VIP protection;
- International experience, particularly in crisis areas with multi-national and international organisations.

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

- N/A.