

EUROPEAN EXTERNAL ACTION SERVICE



3rd Call for Contributions 2014 for EUCAP Sahel Niger

Annex 1- Requirements and Job Descriptions

Organisation:	European Union Capacity Building Mission in Niger			
Job Location:	Niamey			
Availability:	As indicated below			
Staff Regime:	As indicated below			
Job Titles/ Vacancy notice	Ref.	Name of the post	Location	Available on
	<u>Seconded</u>			
	NI 03	Political Adviser	Niamey	ASAP
	NI 05	Head of Interoperability Unit	Niamey	ASAP
	NI 06	Head of International Coordination Unit	Niamey	08.01.2015
	NI 08	Criminal Intelligence Training Expert	Niamey	18.02.2015
	NI 09	Head of Sustainability Policies Unit	Niamey	05.01.2015
	NI 16	Capacity Building (LOG) Expert	Niamey	25.02.2015
	NI 41	MAC Analyst	Niamey	ASAP
	NI 54	Planning and Evaluation Expert	Niamey	ASAP
	NI 55	Criminal Intelligence Training Expert	Niamey	ASAP
	NI 57*	Operational Training Expert	Niamey	ASAP
	NI 58	Forensics Expert	Niamey	ASAP
	NI 59	Senior Strategic Border Management Adviser	Niamey	ASAP
	<u>Seconded/Contracted</u>			
	NI 23	Chief of CIS	Niamey	ASAP
NI 24	Medical Adviser/Physician	Niamey	ASAP	
NI 25*	Senior Mission Security Officer	Niamey	ASAP	
NI 37	Database/Documentation Expert	Niamey	25.02.2015	
Deadline for applications:	Close of business on 28 November 2014 at 1700 (Brussels time)			
E-mail address to send the Job Application Form:	eeas-cpcc-eucap-niger@eeas.europa.eu			
Information:	For more information relating to selection and recruitment, please contact Civilian Planning and Conduct Capability (CPCC) Mr Aurel Hariton aurel.hariton@ext.eeas.europa.eu			

*) The availability of this post is subject to the non-confirmation of a selection or the non-acceptance to a job offer.

Seconded Personnel – For seconded positions, only personnel nominations received through official channels from EU Member/Invited Third States will be considered. EU Member/Invited Third 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 document 7291/09 (10 March 2009) and 9084/13 (30 April 2013). Personnel seconded from Invited Third States are not entitled to receive allowances paid according to document 7291/09 (10 March 2009) and 9084/13 (30 April 2013).

Contracted Personnel – The EUCAP Sahel Niger Mission may recruit international staff on a contractual basis as required, through an employment contract ⁽¹⁾. The employment contract with the EUCAP Sahel Niger Mission establishes the conditions of employment, rights and obligations, remuneration, allowances, travel and removal expenses and the applicable high risk insurance policy. Preference will be given to candidates seconded by EU Member States.

Tour of Duty/Contract Period – Subject to the approval of the appropriate Budget Impact Statement, the duration of the deployment should be of 12 months.

The Civilian Planning and Conduct Capability (CPCC) requests that EU Member/Invited Third States propose candidates for the following international expert positions for the EUCAP Sahel Niger Mission, according to the requirements and profiles described below:

A. Essential requirements

EU Member/Invited Third States are requested to ensure that the following essential requirements are strictly met and accepted in respect of civilian international experts to the Mission.

Citizenship – Citizenship of a Member State of the European Union (EU) or of an Invited Third State and full rights as a citizen.

Integrity – The participants must maintain the highest standards of personal integrity, impartiality and self-discipline within the Mission. Participants 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. The participants shall carry out their duties and act in the interest of the Mission.

Negotiation Skills – The participants must have excellent negotiating skills and the ability to work professionally in a stressful and diverse environment.

Flexibility and adaptability – Be able to work in arduous conditions with a limited network of support and with unpredictable working hours and a considerable workload. 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). Be able to cope with extended separation from family and usual environment.

Availability – To undertake any other administrative tasks related with the competencies, responsibilities and functions of the respective position within the Mission, as required by the Head of the Mission.

Physical and mental health – Physically fit and in good health without any physical or mental problems or substance dependency which may impair operational performance in the Mission. To ensure duty of care in a non-benign environment, selected personnel should, in principle, be under the normal age of retirement EU Member/Invited Third States.

Language Skills – Language requirements are specified in the respective job descriptions.

Computer Skills – Skills in word processing, spread sheet and E-mail systems are essential. Knowledge of other IT tools will be an asset.

Training – eHest (<https://webgate.ec.europa.eu/eeas/ehest/login/signup.php>) is required.

¹ Commission Communication on Specific Rules of Special Advisers entrusted with the implementation of operational CFSP actions and contracted international staff (C(2009) 9502 of 30 November 2009) sets out the conditions of employment of international contracted staff.

Serious deficiencies in any of these essential requirements may result in repatriation/termination of the secondment/contract.

B. Recommended requirements

Knowledge of the EU Institutions – To have knowledge of the EU Institutions and international standards, particularly related to the Common Foreign and Security Policy (CFSP), including the European Security and Defence Policy (CSDP)

Knowledge of Sahel – To have a good knowledge of the history, culture, social and political situation of the region; to have knowledge of the police, judiciary and governmental structures (distinct advantage)

Training and experience – To have attended a Civilian Crisis Management Course or have participated in a CSDP Mission (desirable)

C. Essential documents and equipment for selected candidates

Passport – The participants must obtain a passport from the respective national authorities valid for at least 2 years. If possible, a Service Passport or Diplomatic Passport should be issued.

Visas – EU Member/Invited Third States and Mission members 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.

Security Clearance - Unless mentioned otherwise in the specific job description, the necessary level of security clearance is:

- (1) EU Security Clearance to level SECRET; or
- (2) Equivalent level security clearance issued by a national security agency of a country with whom the GSC has a full security agreement or arrangement with; or
- (3) Equivalent level security clearance issued by a national security agency of an Invited Third State with whom the GSC does not yet has a full security agreement but an agreement exists relating to the participation/contribution of that Invited Third State which expressly addresses the obligations of that country towards the handling of EUCI.

Security equipment - Police/Military Officers shall be fitted with individual protection gears and armament especially flack jackets (level 4) and bullet proof helmets and their 9 mm duty side arm together with 100 rounds of ammo.

Certificate/Booklet of vaccination – To be in possession of a valid certificate/booklet of vaccination showing all vaccinations and immunizations received. To be vaccinated according to the required immunizations for the Mission area.

Medical certificate – All selected personnel should undergo an extensive medical examination and be certified medically fit for Mission duty by a competent authority from the EU Member/Invited Third States. A copy of this certification must accompany deployed seconded/contracted personnel.

Driving license – Be in possession of a valid – including Mission area – civilian driving license for motor vehicles (Category B or equivalent). Able to drive any 4-wheel drive vehicle. Category C driving license is desirable.

D. Additional information on the selection process

The EU strives for improved gender balance in CSDP operations in compliance with UNSCR 1325. The CPCC encourages EU Member/Invited Third States and European Institutions to take this into account when offering contributions.

Application form – Applications will be considered only when using the standard Application Form (Annex 2) to be returned in Word-format, and indicating which position(s) the candidate is applying for.

Selection process – The candidates considered to be most suitable will be short-listed and, if needed, interviewed in Brussels, at the Headquarters of the Mission or by phone, before the final selection is made.

If seconded candidates are required to travel to Brussels Mission Headquarters location for interviews, the EU Member/Invited Third States will bear any related costs.

Information on the outcome – EU Member/Invited Third States and contracted candidates for seconded/contracted positions will be informed about the outcome of the selection process after its completion.

E. Additional information

Mission staff will be accommodated in Mission provided accommodation. Mission members will be asked to contribute towards the overall cost of the accommodation.

F. 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 OPLAN.

SECONDED POSITIONS

Position Name: Political Adviser	Employment Regime: Seconded	Post Category: n/a
Ref. no. NI 03	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Mission HQ	Security Clearance Level: EU Secret	Open to Invited Third States: No

Reporting Line

The Political Adviser reports to the DHoM/Chief of Staff and HoM.

Main tasks

- Provides political analysis and advice on developments in Niger and in the region on issues related to the Mission mandate.
- Liaises with relevant political actors, including local authorities, civil society, EU actors, Third States and international organisations.
- Prepares briefings and notes to ensure timely information of the HoM and other Mission members.
- Contributes to the regular Mission reporting and to other reports and papers in relation to the implementation of Mission mandate.
- Assists in conducting and coordinating official visits according to protocol rules.
- Contributes to the political aspects of Press and Public Information activities.
- Performs any other tasks as directed by the DHoM/Chief of Staff and HoM.

Qualifications and Experience

- Master degree in Politics, Social Sciences or other academic training relevant to the post.
- Academic background and/or knowledge of Africa and especially of the Sahel region, as well as familiarity with Islamic societies and cultures.
- Good understanding of and experience in the European Institutions and CSDP would be an added value.
- International experience, particularly in crisis areas with multinational and/or international organizations, ideally in a political advisory capacity.
- A minimum of 5 years of experience in related fields.
- Excellent interpersonal and communications skills.

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Head of Interoperability Unit	Employment Regime: Seconded	Post Category: n/a
Ref. no. NI 05	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Operations Directorate / Technical Competencies Unit	Security Clearance Level: EU Secret	Open to Invited Third States: No

Reporting Line

The Head of Interoperability Unit will be the team leader for activities related to the development of interoperability among Nigerien security actors under the command and control of the Head of Operations (HoO).

Main tasks

- Strengthens the partnership with Nigerien authorities to support the implementation of internal security strategies.
- Supports the set-up of coordination and cooperation mechanisms between the internal security actors.
- Analyses the existing internal security arrangements, including their legal and institutional aspects.
- Assesses the coordination and organizational needs and recommends strategic operational orientations.
- Facilitates cooperation between the strategic, operational and tactical levels of Internal Security Forces.
- Provides advice, in his/her remit, on the possible improvements of the skills and performance of local officers.
- Develops curricula in order to implement security strategy/doctrines in his/her remit (law enforcement).
- Coordinates with the other senior officers respectively in charge of each objective.
- In coordination with the Human Rights and Gender Adviser, ensures that human rights and gender aspects are mainstreamed in the operational activities.
- Reports to the HoO on the consistency, complementarity and sustainability of the programs.
- Undertakes any other related tasks as required by the HoO.

Qualifications and Experience

- Senior Rule of Law Officer.
- Relevant university or equivalent professional degree.
- At least 10 years of experience within law enforcement agencies.
- Previous experience in criminal investigation on terrorism and organized crime matters.
- Previous experience in planning and operations.
- Excellent strategic and analytical capacities.
- Experience of operations/missions and/or cooperation in Africa, desirable.
- Experience of international organizations and/or multinational operations, desirable.
- Good understanding and ideally direct experience in the European Institutions and CFSP/CSDP.
- Comprehensive management and leadership experience operating in a complex, crisis management and/or hostile environments with seconded civilian and/or military staff, is an advantage.
- Good interpersonal skills, ability to engage with senior officials, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- Highly resilient under mental pressure and willingness to work extra hours when required.

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Head of International Coordination Unit	Employment Regime: Seconded	Post Category: n/a
Ref. no. NI 06	Location: Niamey	Availability: 08.01.2015
Component/Department/Unit: Operations Directorate / International Coordination Unit	Security Clearance Level: EU Secret	Open to Invited Third States: No

Reporting Line

The Head of International Coordination Unit will be the team leader for the activities related to the support to the international coordination under the command and control of the Head of Operations (HoO).

Main tasks

- Maps and assesses the current activities of bi lateral and multi-lateral co-operation programmes.
- Assesses regularly Niger's requirements and share them with regional and international actors
- Assesses, in his/her remit, the needs and possible improvements in terms of regional and international co-operation in Niger.
- Organises coordination meetings between the internal security actors.
- Develops, under local ownership, the coordination of the regional and international cooperation through a coordination committee.
- Provides advice on the improvement of already existing cooperation programs.
- Delivers expertise in terms of international cooperation.
- Develops coordination between CSDP missions in the Sahel area.
- In coordination with the Human Rights and Gender Adviser, ensures that human rights and gender aspects are mainstreamed in the operational activities.
- Report to HoO on the consistency, complementarity and sustainability of mission activities.
- Undertakes any other related tasks as required by the HoO.

Qualifications and Experience

- Senior Rule of Law Officer or Civilian Expert in security sector or international cooperation.
- Relevant university or equivalent professional degree.
- At least 10 years of significant experience in a relevant field.
- Experience of operations/missions and/or cooperation in Africa, desirable.
- Experience of international organizations and/or multinational operations, compulsory.
- Good understanding and ideally direct experience in the European Institutions and CFSP/CSDP.
- Comprehensive management and leadership experience operating in a complex, crisis management and/or hostile environments with seconded civilian and/or military staff, is an advantage.
- Good interpersonal skills, ability to engage with senior officials, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- Highly resilient under mental pressure and willingness to work extra hours when required.

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Criminal Intelligence Training Expert	Employment Regime: Seconded	Post Category: n/a
Ref. no. NI 08	Location: Niamey	Availability: 18.02.2015
Component/Department/Unit: Operations Directorate/ Technical Competencies Unit	Security Clearance Level: EU Secret	Open to Invited Third States: No

Reporting Line

The Criminal Intelligence Training Expert reports to the Head of Technical Competencies Unit.

Main tasks

- Conducts, upon request, review of the Interior Security Forces structure regarding intelligence.
- Establishes and develops working relationships with the Nigerien partners in charge of the intelligence aspects within the security forces.
- Assesses the needs of the security forces in charge of criminal intelligence.
- Elaborates in partnership with the Nigerien authorities a national intelligence plan.
- Elaborates a training plan addressing operational criminal intelligence and the fight against terrorism and organised crime.
- Designs and implements specialized training in analysis and sharing intelligence process.
- Develops curricula in order to implement cooperation programs in his/her domain of competency (criminal intelligence).
- Identifies the target audience for training courses.
- Coordinates and oversees criminal intelligence training.
- Implements evaluation of the training.
- Delivers expertise in terms of criminal intelligence cooperation.
- Reports to the Technical Competencies Head of Unit on the consistency, complementarity and sustainability of the programs.
- In coordination with the Human Rights and Gender Adviser, ensures that human rights and gender aspects are mainstreamed in the operational activities.
- Undertakes any other related tasks as required by the Head of Technical Competencies Unit.

Qualification and experience

- Rule of Law Officer.
- Relevant university or equivalent professional degree.
- At least 5 years of relevant experience within a security service: intelligence analysis, criminal investigation and terrorism investigation.
- Previous experience in training of the trainers.
- Knowledge and experience in security operations and related law enforcement.
- Experience of operations/missions and/or co-operation in Africa, desirable.
- Experience of international organizations and/or multinational operations.
- Good understanding and ideally direct experience in the European Institutions and CFSP/CSDP.
- Good interpersonal skills, ability to engage with senior officials, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- Highly resilient under mental pressure and willingness to work extra hours when required.

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Head of Sustainability Policies Unit	Employment Regime: Seconded	Post Category: n/a
Ref. no. NI 09	Location: Niamey	Availability: 05.01.2015
Component/Department/Unit: Operations Directorate / Sustainability Policies Unit	Security Clearance Level: EU Secret	Open to Invited Third States: No

Reporting Line

The Head of Sustainability Policies Unit will be the team leader responsible for the activities related to the development of sustainable human resources, training and logistics policies, under the command and control of the Head of Operations (HoO).

Main tasks

- Supports the Nigerien authorities in developing and implementing a Human Resources Strategy.
- Supports the Nigerien authorities in developing and implementing a logistics concept.
- Supports the development of sustainability capacities.
- Assesses the needs and proposes strategic orientations in the relevant sustainability policies.
- Establishes working relationships with the different local and international cooperation partners.
- Organizes meetings between the local security actors.
- Delivers related training courses as required.
- Advises on mutualisation of existing infrastructures.
- Develops curricula in order to implement the capacity building for security forces in his/her domain of competency (HR and Logistic).
- Provides advice in the field of HR, Logistics and training policies.
- Facilitates cooperation between the strategic, operational and tactical levels.
- Coordinates with the other senior officers respectively in charge of each objective.
- In coordination with the Human Rights and Gender Adviser, ensures that human rights and gender aspects are mainstreamed in the operational activities.
- Reports to HoO on the consistency, complementarity and sustainability of the programs.
- Undertakes any other related tasks as required by the HoO.

Qualifications and Experience

- Expert in Human Resources and / or Logistics.
- Relevant university degree or equivalent professional experience.
- At least 10 years of significant experience within HR and Logistics or HR department in security services.
- Experience of operations/missions and/or cooperation in Africa, desirable.
- Experience of international organizations and/or multinational operations.
- Good understanding and ideally direct experience in the European Institutions and CFSP/CSDP.
- Comprehensive management and leadership experience operating in a complex, crisis management and/or hostile environments with seconded civilian and/or military staff, is an advantage.
- Good interpersonal skills, ability to engage with senior officials, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- Highly resilient under mental pressure and willingness to work extra hours when required.

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Capacity Building (LOG) Expert	Employment Regime: Seconded	Post Category: n/a
Ref. no. NI 16	Location: Niamey	Availability: 25.02.2015
Component/Department/Unit: Operations Directorate / Sustainability Policies Unit	Security Clearance Level: EU Confidential or equivalent	Open to Invited Third States: Yes

Reporting Line

The Capacity Building (LOG) Expert reports directly to the Head of the Sustainability Policies Unit

Main tasks

- In close coordination with Nigerien Security forces, assesses their current logistics and maintenance system capacities, strengths and weaknesses.
- Identifies actions to be put in place in order to maintain and rapidly upgrade their current capacities, adapted to the present structures.
- Develops a Logistics management plan, including policies, concepts, procedures and structures, based on the existing Nigerien Logistics capability, in the areas of system management, procurement, maintenance, supply of all logistical resources.
- Supports the HR Sustainability Policies Head of Unit in defining structural and training adaptation in order to strengthen Niger security actors' manpower and skills.
- Supports the Mission Coordination Cell in defining urgent and short term equipment delivery needed to foster and support the Mission activities.
- Assists the Nigerien Forces in the operational implementation of logistic planning and conduct, e.g. Movement and Transportation, Supply Chain, Asset and Services Management, as well as Engineering and Facilities.
- Develops synergies between the Nigerien Logistics management system and the bilateral cooperation activities.
- In coordination with the Human Rights and Gender Adviser, ensures that human rights and gender aspects are mainstreamed in the operational activities.
- Undertakes any other related tasks as required by the Head of the Sustainability Policies Unit.

Qualifications and Experience:

- Expert in the field of logistics (planning and implementation of logistics systems).
- Minimum 5 years related experience, including fleet management.
- Experience/familiarity with law enforcement or military institutions desirable.
- Experience of operations/missions and/or cooperation in Africa desirable.
- Experience of international organizations and/or multinational operations desirable.
- Good interpersonal skills, ability to engage with senior officials, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- Highly resilient under mental pressure and willingness to work extra hours when required.

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: MAC Analyst	Employment Regime: Seconded	Post Category: n/a
Ref. no. NI 41	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Mission HQ / Analysis Department	Security Clearance Level: EU Secret	Open to Invited Third States: No

Reporting Line:

The MAC (Mission Analysis Capability) Analyst reports to the Senior MAC Analyst/Head of Analysis Department.

Main Tasks:

- Supports the structuring of Mission information flows with regard to the Mission's analytical needs.
- Operationalizes HoM information and analysis requirements (identification, prioritization, planning, tasking).
- Uses the Mission information and knowledge management system to process information from all Mission components and from accessible sources external to the Mission, especially coming from the liaison officers.
- Provides comprehensive and timely assessments of situations, events and developments, including contributions to early warning of potential threats and upcoming opportunities for mandate implementation.
- Provides analytical support to public surveys authorized by the HoM.
- Contributes to identify and maps relevant entities requiring interconnectivity in support of the civilian CSDP Mission and key characteristics of the associated information flows, including timelines, accuracy, level of security, format (voice/text/imagery/video). This provides a generic view of the CSDP operational context and the communication needs of actors associated with it, both in the field and towards Brussels.
- Ensures liaison arrangements with similar capabilities of other organisations and entities operating in theatre, as deemed appropriate by HoM.
- Contributes to Mission reports, ensuring the inclusion of relevant assessments.
- Disseminates MAC products internally and/or externally as directed by the HoM or his/her delegated person, and ensures the security of the information handled by the MAC.
- Contributes to security and risk assessments conducted by the Mission, in liaison with the Mission Security Office.
- Contributes to develop and maintain MAC working methodology and relevant Standard Operating Procedures (SOPs).
- Undertakes any other tasks, including of administrative nature, as directed by the Senior Analyst/Head of the MAC.

Qualifications and Experience:

- University Degree in Political Sciences, International Relations, Social Sciences or related field or equivalent police education.
- Proven skills and experience in the handling, processing and analysis of information from various sources. Minimum of 5 years of relevant experience.
- Significant experience in the use of analytical IT packages and processes, including specific analytical software.
- Excellent interpersonal skills and ability to work dynamically on his/her own initiative in a methodical manner.
- Ability to understand the cultural, social, economic, religious, political and other components of a crisis environment.
- Experience in matters relating to the Africa, particularly with Niger and the other Sahel countries. Knowledge of the languages, history, and culture, social and administrative structures of the Sahel countries is an advantage.

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Planning and Evaluation Expert	Employment Regime: Seconded	Post Category: n/a
Ref. no. NI 54	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Mission HQ / Planning, Evaluation and Reporting Department	Security Clearance Level: EU Secret	Open to Invited Third States: No

Reporting Line:

The Planning and Evaluation Expert reports to the Head of the Planning / Evaluation and Reporting Department

Main Tasks:

- Ensures that mission operational activities are consistently planned according to HoM's directions. To this effect, he/she contributes to develop and periodically review the Mission Implementation Plan (MIP) in coordination with other relevant organizational units.
- Helps ensuring that mission operational activities are executed according to the MIP. To this effect, in coordination with the Operational Training Expert and the Strategic Training Expert, he/she monitors and reports on the state of play of mandate implementation, including through benchmarking, analysis of internal operational reporting and evaluation.
- Contributes to reports on the outputs and outcomes of mission activities as required.
- Contributes to the various periodical and special mission reports.
- Contributes to ensure that the mission staff is periodically updated on the progress of mission implementation.
- Contributes to the development and periodic review of relevant mission Standard Operating Procedures (SOPs).
- Contributes to identify and report lessons and best practices within its respective field of responsibility.
- Undertakes any other tasks assigned by the Head of Department.

Qualifications and Experience:

- Relevant university or equivalent professional degree.
- At least 5 years of relevant professional experience, knowledge of the Logical Framework and other planning techniques/tools is desirable.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region is desirable.
- Excellent interpersonal and communication skills.
- Good working knowledge of the MS Office applications.

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Criminal Intelligence Training Expert	Employment Regime: Seconded	Post Category: n/a
Ref. no. NI 55	Location: Niamey	Availability: ASAP
Component/Department/Unit: Operations Directorate/ Technical Competencies Unit	Security Clearance Level: EU Secret	Open to Invited Third States: No

Reporting Line

The Criminal Intelligence Training Expert reports to the Head of Technical Competencies Unit.

Main tasks

- Conducts, upon request, review of the Interior Security Forces structure regarding intelligence.
- Establishes and develops working relationships with the Nigerien partners in charge of the intelligence aspects within the security forces.
- Assesses the needs of the security forces in charge of criminal intelligence.
- Elaborates in partnership with the Nigerien authorities a national intelligence plan.
- Elaborates a training plan addressing operational criminal intelligence and the fight against terrorism and organised crime.
- Designs and implements specialized training in analysis and sharing intelligence process.
- Develops curricula in order to implement cooperation programs in his/her domain of competency (criminal intelligence)
- Identifies the target audience for the training courses.
- Coordinates and oversees criminal intelligence training.
- Implements evaluation of the training.
- Delivers expertise in terms of criminal intelligence cooperation.
- Reports to the Technical Competencies Head of Unit on the consistency, complementarity and sustainability of the programs.
- In coordination with the Human Rights and Gender Adviser, ensures that human rights and gender aspects are mainstreamed in the operational activities.
- Undertakes any other related tasks as required by the Head of Technical Competencies Unit.

Qualification and experience

- Rule of Law Officer.
- Relevant university or equivalent professional degree.
- At least 5 years of relevant experience within a security service: intelligence analysis, criminal investigation and terrorism investigation.
- Previous experience in training of the trainers.
- Knowledge and experience in security operations and related law enforcement.
- Experience of operations/missions and/or co-operation in Africa, desirable.
- Experience of international organizations and/or multinational operations.
- Good understanding and ideally direct experience in the European Institutions and CFSP/CSDP.
- Good interpersonal skills, ability to engage with senior officials, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- Highly resilient under mental pressure and willingness to work extra hours when required.

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Operational Training Expert	Employment Regime: Seconded	Post Category: n/a
Ref. no. NI 57*	Location: Niamey	Availability: ASAP
Component/Department/Unit: Operations Directorate / Technical Competencies Unit	Security Clearance Level: EU Secret	Open to Invited Third States: No

Reporting Line:

The Operational Training Expert reports directly to the Head of Operations.

Main Tasks:

- Assists the Head of Operations in the daily management and coordination of all EUCAP related activities and their allocated budget.
- Supports the EUCAP training experts in all the practical organizational aspects of their training activities. This includes, editing invitation letters, ensuring security clearances of participants, per diem etc.
- Creates and maintains a training library with all related EUCAP training courses.
- Maintains a database with all past, current and planned training activities as well as the participants.
- Ensures the follow up of the established EUCAP harmonized training policy.
- Produces, on request, statistics, evaluations and reports on the current state of affairs, in coordination with the Planning and Reporting Department.
- In coordination with the Human Rights and gender adviser, ensures that Human Rights and gender aspects are mainstreamed in the operational activities.
- Undertakes any other related tasks as required by the Head of Operations.

Qualifications and Experience:

- Military or Law Enforcement Officer or Civilian.
- Relevant university or equivalent professional degree.
- At least 3 years of relevant experience as a training manager with at least 2 years in national security forces or in a military operation or civilian mission.
- Excellent analytical, synthesis and drafting skills.
- Excellent organizational and coordination skills.
- Basic knowledge of CSDP missions.
- Experience of operations/mission and/or cooperation in Africa, desirable.
- Excellent interpersonal skills, ability to engage with senior officials, ability to work in a multi-cultural and multi-ethnic environment with sensitivity and respect for diversity.

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Forensics Expert	Employment Regime: Seconded	Post Category: n/a
Ref. no. NI 58	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Operations Directorate / Technical Competencies Unit	Security Clearance Level: EU Secret	Open to Invited Third States: No

Reporting Line

The Forensic Expert reports directly to the Head of the Technical Competencies Unit.

Main Tasks

- Contributes to strengthen the rule of law through the development of the Nigerien criminal investigation capacities.
- Identifies and assesses needs of the Nigerien security forces in charge of the forensics aspects of the criminal investigation.
- Develops and promotes the implementation of a train the trainer programme to support the development of forensics capacities.
- Contributes to the further development and implementation of finger prints processing.
- Contributes to the development of biometrics and identification capacities.
- Contributes to the development of evidence management skills.
- Advises local authorities on how to ensure compliance with established policies and procedures, including existing applicable laws in Niger and internationally accepted Human Rights standards, in the forensic examination.
- In coordination with the Human Rights and Gender Adviser, ensures that human rights and gender aspects are mainstreamed in the operational activities.
- Advises local authorities on how to ensure evidence can be used as proves in the criminal procedure.
- Undertakes any other related tasks as required by the Head of the Technical Competencies Unit.

Qualifications and Experience

- Law Enforcement Officer or civilian equivalent.
- Relevant university or equivalent professional degree.
- 5 years of specific experience in forensic matters.
- Proven training skills.
- Basic knowledge of CSDP missions.
- Good interpersonal skills, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- Highly resilient under mental pressure and willingness to work extra hours when required.

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Senior Strategic Border Management Adviser	Employment Regime: Seconded	Post Category: n/a
Ref. no. NI 59	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Operations Directorate / Inter- operability Unit	Security Clearance Level: EU Secret	Open to Invited Third States: No

Reporting Line

The Senior Strategic Border Management Adviser reports directly to the Head of Inter-operability Unit

Main Tasks

- Assesses the situation, the capacities and the needs of the Nigerien authorities with regards to border management and territorial control issues, including the regions and particularly in the North.
- Analyses the border security and homeland control issues in the Sahel and elaborates strategic assessments.
- Supports and advises Nigerien authorities in defining and implementing a strategic approach to border security.
- Facilitates cooperation between the strategic, operational and tactical levels of security actors.
- Supports and advises Nigerien authorities as appropriate to enhance their cross-border cooperation with neighbouring countries and their participation in relevant regional and international fora, in coordination with relevant mission experts (namely the Inter-operability Unit).
- Contributes to the Mission's coordination with EUBAM Libya and EUCAP Sahel Mali, with a view to identifying and putting in place possible joint activities in the field of border security.
- In coordination with the Human Rights and Gender Adviser, ensures that human rights and gender aspects are mainstreamed in the operational activities.
- Undertakes any other related tasks as required by the Head of Inter-operability Unit.

Qualifications and Experience

- Senior Law Enforcement Officer/Border Guard Civilian Expert.
- Relevant university or equivalent professional degree.
- 10 years of significant experience within law enforcement.
- 10 years of experience in Border Management services.
- Experience in immigration and/or against international human smuggling and trafficking in human beings.
- Experience in strategic analysis of international immigrant border crossing (illegal immigration).
- Experience of operations/missions and/or cooperation in Africa, desirable.
- Good interpersonal skills, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- Highly resilient under mental pressure and willingness to work extra hours when required.

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

SECONDED /CONTRACTED POSITIONS

Position Name: Chief of CIS	Employment Regime: Secoded/Contracted	Post Category: MSML
Ref. no. NI 23	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Mission HQ / Mission Support Department	Security Clearance Level: EU Secret	Open to Invited Third States: No

Reporting Line

The Chief of CIS will assist the Head of Mission Support in fulfilling the duties set in support of the Mission mandate and reports to the Head of Mission Support.

Main tasks

- Assists and advises the chain of command on all CIS issues.
- Produces clear and concise reports concerning CIS issues recommending improvements.
- Coordinates-supervises all CIS officers.
- Establishes the necessary technical liaison and coordination with other international organizations in the mission area.
- Establishes and maintains CIS and communications networks in support of the Mission.
- Installs specific available telecommunication systems or equipment required.
- Establishes, propose and monitor the efficiency of Standard Operating Procedures/Internal Guidelines containing policies and directives relating to all communication issues.
- Ensures, if required by the Senior Mission Security Officer, task related to information security (could incl. Crypto Custodian) of the Mission.
- Prepares in co-ordination with the Security officer contingency Plans.
- Provides a communications and network plan for the mission, taking into consideration possible local licensing and contract legislation, in conjunction with the administrative, logistical and operational requirements of the mission.
- Develops and maintains Mission's software applications as well as complex databases.
- Maintains all Server, workstation, network and communications systems in use in the Mission with an emphasis on preventative maintenance.
- Develops detailed database/software specifications, functional specifications and user documentation for the systems used as necessary.
- Identifies needs and defines application/database requirements, organises and implements user training, troubleshoot problems and assists with change requests.
- Defines and forward as appropriate the requirements for goods and/or services for its area of responsibility and to supervise their satisfaction.
- Keeps accurate, detailed and updated inventory of the hardware and software distributed Mission wide, in co-ordination with the Administration.
- Undertakes any other related tasks as required by the Head of Mission Support.

Qualifications and experience

- Completion of a full course of university studies attested by a degree in Communication Information Systems, ICT or Technical Specialisation in Engineering, Communications or other relevant degree, where the normal duration of university education in the country awarded is three (3) years or more.
- To have a minimum of 2 years at middle management level and 5 years of overall professional experience. Such experience must be gained after having obtained the relevant degree.
- A minimum of 3 years of relevant and proven professional experience, notably in practical management of complex information and communication technology infrastructure and systems including maintenance and operation.
- Excellent background and experience in communication information networks and information management systems particularly in hardware equipment (SATCOM, VPN, VHF radios).
- Good knowledge in acquisition management.

- Experience on drafting procedures for the use and management of computer systems and networks, including security.
- Experience in database installation and database programming skills.
- System administrator with experience in the Microsoft Environment, Server 2003 / 2008, Exchange 2010, Office 2007, preferably with a relevant and official Microsoft certificate.
- International experience, particularly in crisis areas with multi-national and international organizations (desirable).

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Medical Adviser/Physician	Employment Regime: Seconded/Contracted	Post Category: MSML
Ref. no. NI 24	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Mission HQ / Mission Support Department	Security Clearance Level: EU Confidential or equivalent	Open to Invited Third States: Yes

Reporting Line

The Medical Adviser/Physician reports to the Head of Mission Support.

General Description

The Medical Adviser/Physician shall provide medical advice and services in support of the Mission as well as primary health care to Mission members found to have medical issues or concerns and may require referral management for care/treatment.

Main tasks

- Assists and advises the HoM and Head of Mission Support on all medical/welfare matters.
- Has direct access to HoM.
- Plans, analyses, designs and maintains a program to implement all aspects of the medical needs of the Mission.
- Provides, asked and unasked, the necessary medical inputs for all Mission staff elements especially with regards to operational planning, decision making processes and resulting orders and documents.
- Provides medical guidance and counselling to all staff members either present at HQ or elsewhere in theatre.
- Coordinates the plans and policies on all medical issues and health matters related to the provision of medical support to the Mission.
- Liaises with international civilian and non-governmental humanitarian and support agencies in the areas of operation when required.
- Develops, organises and monitors the provision of primary care and first aid to the Mission personnel in close coordination with regional health care providers and within means and capabilities.
- Provides primary health care to the Mission members.
- Assesses the requirements for further treatment in theatre and/or the medical evacuation (by ground and/or by air) if EU staff members are in need of (advanced) medical treatment due to illness or an emergency, e.g. RTA, in close cooperation with the medical practitioner in attendance.
- Coordinates and monitors all elements of the medical evacuation chain in case of disease or injury of the Mission member in close cooperation with all involved health care providers and the mission's insurance company.
- Organizes the use of available MEDEVAC capabilities (air and /or ground) inside or outside the areas of operation.
- Coordinates and perform Medical Briefings and First Aid Training for all incoming Mission members.
- Monitors the epidemiological and overall medical situation in the area of operation, promotes and implements preventive medical and occupational health measures including hygiene and recommendations for immunizations.
- Gathers all information related to medical support for the Mission members, including social security and health and repatriation insurance, practical and administrative aspects.
- Implements all aspects of medical needs of the Mission after formal approval by the HoM.
- Establishes professional contacts with EU personnel from all levels throughout the areas of operation.
- Is integrated in all operational planning and maintains a detailed understanding of both current and future plans.
- Assesses on regular basis existing in- and out-patient medical treatment facilities (MTF) both of the HNS and others and regularly issues an updated list of available MTF in the areas of operation.
- Establishes and regularly updates a medical emergency plan in coordination with all relevant

- elements of Mission, international, civilian and military organizations in the areas of operation.
- Ensures that the contents of all Mission First Aid and Trauma kits are sufficient.
- Is responsible for managing medical cabinet, including personnel and budget.

Qualifications and experience

- Completion of a full course of university studies attested by a degree in Medicine from a recognised Medical School having a license to practice medicine.
- Preferably an ATLS trained General Practitioner (GP) and having extensive knowledge of tropical medicine and emergency medicine.
- To have a minimum of 7 years of relevant professional experience and at least 2 years of experience in a managerial position. Such experience must be gained after having obtained the relevant degree.
- Minimum 3 years of experience in medical planning and administrative procedures, including experience in mass casualty situations planning/major incident medical management and support (MIMMS course desirable).
- Experience in assessing medical facilities, even under difficult conditions abroad.
- Interpersonal skills, capable of working with people from various backgrounds.
- International civilian and/or military experience, particularly in crisis areas with multi-national and international organisations is essential.
- Previous experience in CSDP missions would be an advantage.
- Flight Medical and/or MEDEVAC experience is desirable.
- Previous work experience in Africa is desirable.

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Senior Mission Security Officer	Employment Regime: Seconded/Contracted	Post Category: Expert
Ref. no. NI 25*	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Mission HQ / Security Department	Security Clearance Level: EU Secret	Open to Invited Third States: No

Reporting Line:

In line with the EU's Policy on the Security of EU staff deployed outside the EU in an operational capacity under Title V of the TEU (Field Security Policy) and under the authority of the Head of Mission (HoM), who remains responsible overall for the security and safety of mission staff, the SMSO is responsible for managing the security and safety of the Mission staff deployed to the areas of operation through the design and implementation of appropriate security policies and procedures. The SMSO is a member of the Mission's Senior Management Team and reports to the Head of Mission.

Main Tasks:

- Advises the Head of Mission, Senior Mission Management and other parts of the Mission on all security matters that affect the mission, its assets, personnel and information.
- Manages and supervises the Mission's Security Office, including all its operational units and staff as per the relevant Annex of the OPLAN, providing instructions and support.
- Provides advice and assistance, and implements measures related to security matters on all aspects the Mission's work have security and safety implications.
- Undertakes responsibility, in line with EU's Field Security Policy and its supporting documents, for the drafting, continued development, implementation and updating of the Mission security plans, including relocation/evacuation as well as an effective warden and movement of personnel system.
- Coordinates the drafting of security policies and procedures, related to security issues (i.e. SOPs and Contingency Plans).
- Undertakes responsibility for the protection of EU classified information (EUCI) within the mission and thereby ensuring information is handled in accordance with EU rules.
- Produces security inputs to daily SITREPs, WOS, monthly and six monthly reports and ensures real time reporting from potential trouble spots.
- Undertakes responsibility for the supervision of journey management planning for all field visits – by providing timely advice and guidance to mission members as required.
- Provides comprehensive security induction training to new mission members as required.
- Ensures that regular security drills, communication tests and evacuation exercises are conducted.
- Ensures that the contracted security guard force meets assigned performance standards.
- Supervises the recruitment of new staff to the Mission Security Office(s).
- Monitors and assesses the security situation and makes security analyses, recommendations, and reports.
- Ensures personal security advice is given to members of mission staff as required.
- Ensures effective system of security reviews in relation to the Mission's property and buildings and recommends changes if necessary.
- Identifies staff training needs in security related areas, in line with standards set by the EEAS Security Policy and supporting documents.
- Develops professional contacts with national law enforcement agencies, IOs, NGOs and other EU Security Officers in the area; as well as all other diplomatic representative offices as available.
- Conducts, or direct, security reviews of Mission members' personal protective security requirements, transport security and residential and office security, making recommendations as necessary.
- Alternates with the DSMSO, ready to deploy 24/7, gives security direction, instigates follow up action and sets priorities that deal effectively with unforeseen/unexpected security events or incidents.
- Works in close cooperation with the Administration and Finances Offices in matters related to the purchasing of necessary security related equipment, contracts and services.
- Ensures that all security and communication equipment is kept up-to-date and in a state of operational readiness.

- Ensures the policy on security clearances for Mission staff is correctly applied.
- Liaises with the EEAS Security Department and CPCC's-Missions Security Coordinator on all matters foreseen by the EEAS Field Security Policy and supporting documents.
- Undertakes any other related tasks as required by the HoM.

Qualifications and Experience:

- Successful completion of a full course of university studies attested by a degree in Police Sciences, Military Sciences, Social Sciences, security or related studies, where the normal duration of university education in the country awarded is three (3) years or more

or

Equivalent education in Police, Military or Civilian Security Organization.

- Minimum of 8 years of relevant and proven professional experience, including at management level in the civilian security sector or in the military/police. Such experience must be gained after having obtained the relevant degree.
- In all cases professional experience must demonstrate increasing responsibility at management level in the civilian security field or in the military/police field, in particular with regard to the security/protection of personnel, facilities and assets.
- Successful completion of the Mission Security Officer Certification Course (desirable).
- Ability to work in a demanding, deadline-driven environment and to establish and maintain effective working relationships with people of different national and cultural backgrounds.
- International experience of an ESDP/CSDP mission desirable, together with experience of multi-national and international organizations / Missions.
- Demonstrated ability to contribute creatively to the development of security policies and procedures.
- Excellent organizational, planning, and time-management skills.
- Experience in planning and implementing projects.
- Good interpersonal skills, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- Highly resilient under mental pressure and willingness to work extra hours when required.
- Solid knowledge of the Mission area and potential security threats.
- Ability to operate Windows and Power Point applications, including Word processing, e-mail, and spreadsheets (Excel).
- Civilian driving license class B and C mandatory.

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Database/Documentation Expert	Employment Regime: Seconded/Contracted	Post Category: MSML
Ref. no. NI 37	Location: Niamey	Availability: 25.02.2014
Component/Department/Unit: Operations Directorate/ Technical Competencies Unit	Security Clearance Level: EU Confidential or equivalent	Open to Invited Third States: Yes

Reporting Line

The Database/Documentation Expert reports to the Technical Competencies Head of Unit.

Main Tasks

- Overall contributes to strengthening the rule of law through the development of the Nigerien criminal investigation capacities.
- Supports the necessary measures for the implementation of Electronic Document Management System in the domain of the Criminal Intelligence and terrorism in favour of internal security actors (FSI).
- Maps and assesses the needs in collecting, transmitting, filling and sharing intelligence data/documents of all security actors (FSI and Armed Forces), especially in the field of fighting terrorism and organised crime.
- Provides advice on the possible improvements of skills and performance of the internal security actors in regards to intelligence management.
- Proposes procedures and guidelines for establishing a system to categorize and manages documents and eventually supports its implementation.
- In coordination with the Human Rights and Gender Adviser, ensures that human rights and gender aspects are mainstreamed in the operational activities.
- Undertakes any other related tasks as required by the Technical Competencies Head of Unit.

Qualifications and Experience

- At least 5 years of experience in administration, including proven experience in data archiving.
- Experience in Electronic Document Management System.
- Advanced user of IT programs and knowledge of programming.
- Good interpersonal skills, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- Highly resilient under mental pressure and willingness to work extra hours when required.

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				