

# EUROPEAN EXTERNAL ACTION SERVICE



## ANNEX 1

### European Union Maritime Capacity Building Mission in the Horn of Africa (EUCAP Nestor Horn of Africa)

#### 3-2014 Extraordinary Call for Contributions

<b>Organisation:</b>	EUCAP Nestor		
<b>Job Location:</b>	Djibouti		
<b>Availability:</b>	As indicated below		
<b>Staff Regime:</b>	Seconded		
<b>Job Title/Vacancy Notice:</b>	<b>Reference</b>	<b>Name of the post</b>	<b>Available on</b>
	DJI 02	Deputy Head of Mission	01/02/2015
<b>Deadline for applications:</b>	Tuesday 16 December 2014 at 17:00 hours Brussels time.		
<b>E-mail address to send the Job Application Form/CV:</b>	<b>cpcc.eucaphoa@eeas.europa.eu</b>		
<b>Information:</b>	For more information relating to selection and recruitment, please contact the Civilian Planning and Conduct Capability (CPCC):  Mr Tapio Rasanen cpcc.eucaphoa@eeas.europa.eu		

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

**Tour of Duty/Contract Period** – Subject to the adoption of the Council Decision approving the appropriate Budgetary Impact Statement the duration of the deployment should be of 12 months.

The Civilian Operations Commander requests that Member States propose candidates for the following international expert position for the EUCAP Horn of Africa, according to the requirements and profile described below:

## **A. Essential requirements**

Member 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).

**Integrity** – The participant must maintain the highest standards of personal integrity, impartiality and self-discipline within the Mission. The participant is 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 participant shall carry out his/her duties and act in the interest of the Mission.

**Negotiation Skills** – The participant 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. police, judicial, 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, the selected person should, in principle, be under the normal age of retirement in Member States.

**Ability to communicate effectively in English** – The Mission Member must be fully fluent in written and spoken English. Report writing skills are especially needed. Working command of French is a requirement.

**Computer Skills** – Skills in word processing, spreadsheet 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>) or equivalent.

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

## **B. Recommendable 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, including the Common Security and Defence Policy.

**Knowledge of the Mission area** – 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 for selected candidate**

**Passport** – The participant must obtain a passport from the respective national authorities. However, seconded Member States should preferably provide their personnel with a service/diplomatic passport.

**Visas** – Member States must ensure that visas are obtained for entry into the Mission area prior to departure. It is also essential to obtain any transit visas, which may be required for passage through countries en route to the Mission.

**Personnel Security Clearance required** – The selected candidate will have to be in possession of the necessary level of Personnel Security Clearance (PSC) as specified in the respective job description. 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 seconded experts, access to EUCI will be limited to RESTRICTED until the issuance of their national security clearance.

**Certificate/Booklet of vaccination** – Member States have ultimate responsibility for ensuring their Expert has adequate vaccinations consistent with the agreed "Medical Support Principles" (ARES 2011/290250). The expert should be vaccinated according to the required immunisations for the Mission area.

**Medical certificate** – Selected personnel should undergo an extensive medical examination and be certified medically fit for Mission duty by a competent authority from the EU Member State. A copy of this certification must accompany deployed seconded personnel.

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

### **D. Additional information on the selection process**

The EU strives for improved gender balance in CSDP operations in compliance with UNSCR 1325. CPCC encourages Member States 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 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 phone, before the final selection is made. If seconded candidate is required to travel to Brussels location for interviews, the Member State will bear any related costs.

**Information on the outcome** – Member States will be informed about the outcome of the selection process after its completion.

<b>Position Name:</b> Deputy Head of Mission	<b>Employment Regime:</b> Seconded	<b>Availability:</b> 01/02/2015
<b>Ref. Number:</b> DJI 02	<b>Location:</b> Djibouti	
<b>Reporting Line:</b> Head of Mission	<b>Security Clearance Level:</b> EU Secret	<b>Open to Third Contributing States:</b> No

**Main tasks and responsibilities**

- Deputises for the Head of Mission in his/her absence;
- Commands, coordinates, manages and controls EUCAP structure and services, as relevant and in line with the strategic vision and guidance of the Head of Mission;
- Exercises disciplinary control over all mission personnel;
- When deemed necessary, delegates authority utilizing the approved chain of command structure of the Mission;
- Coordinates the production and controls the plans and reports of the Mission;
- Follows daily Mission activities and make recommendations to the Head of Mission for improvements;
- Undertakes any other related tasks as required by the HoM;
- Participates as required in duty trips to high risk areas, including Somalia.

**Qualifications and experience:**

- Advanced University Degree or other equivalent academic training relevant to the post;
- Minimum of 20 years of professional experience including 10 years at senior management level;
- Previous experience in an operational commanding position;
- Previous experience in law enforcement, ideally at sea;
- Previous international experience, ideally in the Horn of Africa;
- Previous experience of civil-military cooperation;
- Experience in operational planning;
- High standard in reporting and interpersonal communication skills;
- Working command of French;
- Experience at senior level in a peacekeeping mission or in a CSDP mission would be a strong asset.