

EUROPEAN EXTERNAL ACTION SERVICE



Annex 1

EU Border Assistance Mission for the Rafah Crossing Point

(EUBAM Rafah)

1-2015 Call for Contributions

Organisation:	EUBAM Rafah			
Job Location:	Ramat Gan – Israel			
Availability:	As indicated below			
Staff Regime:	As indicated below			
Job Titles/ Vacancy notice	Ref.	Name of the post	Location	Available on
	<u>Seconded</u>			
	OPS5	Border Police Expert	Ramat Gan	1 August 2015
	OPS6	Project Manager - Border	Ramat Gan	ASAP
Deadline for applications:	Friday 26 June 2015 at 17:00 hours Brussels time			
E-mail address to send the Job Application Form:	cpcc.eubamrafah@eeas.europa.eu			
Information:	For more information relating to selection and recruitment, please contact the Civilian Planning and Conduct Capability (CPCC): Mr Joern Laursen E-mail: cpcc.eubamrafah@eeas.europa.eu +32 (0)2 584 32 89			

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

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

Tour of Duty/Contract Period – Subject to the adoption of the Council Decision extending the Mission Mandate and approving the appropriate Budgetary Impact Statement (BIS), the duration of the deployment should be of 12 months.

The Civilian Operational Commander requests that EU Member States propose candidates for the following international expert positions for EUBAM Rafah, according to the requirements and profiles described below:

A. Essential requirements

EU 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 an EU Member State.

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

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

Flexibility and adaptability – The candidates must be able to work in arduous conditions with a limited network of support and 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. police, judicial, civilian and military staff) and be able to cope with extended separation from family and usual environment.

Availability – The candidates must be able to undertake any other administrative tasks related with the competencies, responsibilities and functions of the respective position within the Mission, as required by the Head of Mission.

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

Ability to communicate effectively in English – The candidates must be fully fluent in written and spoken English. Report writing skills are especially needed.

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.

Driving license – The selected must be in possession of a valid – including Mission area – civilian driving license for motor vehicles (Category B or equivalent). They also must be able to drive any 4-wheel drive vehicle. Category C driving license is mandatory in Israel for driving armoured cars, therefore; it is essential

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

B. Recommendable requirements

Knowledge of the EU Institutions – The candidates should have a good knowledge of the EU Institutions and international standards, particularly related to the Common Foreign and Security Policy (CFSP), including the Common Security and Defence Policy (CSDP).

Knowledge of Israel / Gaza – The candidates should have a good knowledge of the history, culture, social and political situation of the region; and also knowledge of the police, judiciary and governmental structures (distinct advantage).

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

C. Essential documents for selected candidates

Passport – The selected candidates must obtain a passport from the respective national authorities. However, seconding States should preferably provide their personnel with a service/diplomatic passport.

Visas – Seconding States and selected candidates must ensure that visas are obtained for entry into the Mission area prior to departure from their home country. It is also essential to obtain any transit visas, which may be required for passage through countries en route to the Mission.

Personnel Security Clearance required – The selected candidates 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 contracted experts, the process will be initiated by the Mission upon deployment. For both seconded and contracted experts, access to EUCI will be limited to RESTRICTED until the issuance of their national security clearance.

Certificate/Booklet of vaccination – The selected candidates must be in possession of a valid certificate/booklet of vaccination showing all vaccinations and immunizations received according to the required immunisations for the Mission area.

Medical certificate – The selected candidates should undergo an extensive medical examination and be certified medically fit for Mission duty by a competent authority from the seconding State. A copy of this certification must accompany deployed seconded/contracted personnel.

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 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 for interviews, the EU Member States will bear any related costs.

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

Seconded positions

Position Name: Border Police Expert	Employment Regime: Seconded	
Ref. Number: OPS05	Location: Ramat Gan	Availability: 1 August 2015
Department/Component/Unit: Operational Unit	Level of Security Clearance: EU SECRET	

Reporting Line:

The Border Police Expert will report to the Head of Mission (HoM)

Main Tasks:

- To advise HoM and Head of Project Activities/Border Expert about Border Police matters and related activities;
- To maintain, update and refine all operational plans, including border police training curricula, in view of the possible reactivation of the Mission including with a possibly adapted mandate;
- In the event of reactivation, to assist and support the redeployment of the Mission including by advising and training newly deployed Border Monitors;
- To contribute and assist, if the Mission is assigned to do so, with capacity building engagement by other actors in the West Bank for PA personnel to be deployed at the RCP;
- To maintain operational, border police-related networking, at an appropriate level, with local parties and international key stakeholders;
- To make visits to the Gaza Strip to maintain situational awareness and collect information on the political, security and social conditions;
- To represent the Mission, at an appropriate level and upon instruction by the HoM, in meetings, discussions and consultation with relevant local and international counterparts;
- To compile, assess and collate information, gathered in the course of networking and representation activities, visits to the Gaza Strip and from other relevant internal and external sources, in the form of cohesive and relevant reports for internal and external audiences;
- In the above context, to draft read-outs, notes, correspondence and presentations and contribute to routine reports (Weekly, Monthly, Six-monthly) and non-routine reports (Special Reports and Incident Reports);
- To share knowledge about relevant border police-related legislation with Mission Management;
- To create and maintain databases with relevant information regarding the tasks and activities assigned and undertaken;
- To decrypt and encrypt classified documents;
- In the absence of the HoM and upon designation by the latter, to fulfil the duties of Acting HoM on an ad-hoc basis;
- To collaborate in the preparation of documents / reports / presentations for HoM and Head of Project Activities/Customs Expert, in particular related to Border Operations;
- To undertake any other tasks required through the Chain of Command.

Qualifications and Experience:

- A university degree in Law, Public or Business Administration, Police Sciences, or equivalent academic or police training;
- Solid proven experience in border policing at different levels of responsibility and in different areas of expertise including border management;

- Experience in liaising and reporting activities, ability to sort, synthesize and condense information;
- Experience in drafting read-outs, notes, reports, correspondence and presentations;
- International experience, particularly from CSDP or other international Missions in crisis areas of multi-national or international organizations;
- Professional fluency in English (spoken, read, written, understood) mandatory;
- Ability to operate Windows applications, including Word processing, Power Point, e-mail programs and spreadsheets (Excel);
- Ability to establish priorities and to plan and co-ordinate own work;
- Good interpersonal skills, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity;
- Highly resilient under mental pressure (stress-resistant) and willingness to work extra hours when required;
- Experience in pedagogy and coaching desirable;
- Arabic and/or Hebrew as well as other European Languages an asset.

Position Name: Project Manager - Border	Employment Regime: Seconded	
Ref. Number: OPS06	Location: Ramat Gan	Availability: ASAP
Department/Component/Unit: Operational Unit	Level of Security Clearance: EU SECRET	

Reporting Line:

The Project Manager – Border will report to the Head of Mission (HoM)

Main Tasks:

- To support, on behalf of the HoM, the other experts from the mission in translating the benchmarks and objectives of the Mission Implementation Plan (MIP) into their work;
- To ensure that all project development initiatives and planning are followed-up on and properly recorded for purposes of institutional learning and internal accountability, in coordination with the other experts of the mission;
- To monitor and analyse internal and external developments relating to Mission programmes and to fully brief the HoM accordingly;
- To advise and assist the HoM in developing new projects in accordance with the Mission Mandate including carrying out Strengths, Weaknesses, Opportunities and Threats (SWOT) analyses and to identify risks and assumptions, new benchmarks and evaluation mechanisms;
- To frame proposals for projects and draft the relevant documents and to assist and advise the operational staff in implementing projects;
- To coordinate and elaborate planning and reports relating to the operational activities of the Mission;
- To ensure, in close coordination with the Palestinian General Administration on Borders and Crossings (GABC), that the operational activities carried out by the Mission in support of the GABC are efficiently and timely delivered;
- To establish and maintain contact to the relevant counterparts in order to report to the HoM about operational developments relevant for the Mission;
- To supervise and coordinate contributions to reports following the Reporting Guidelines for CSDP Civilian Missions (Daily-Weekly- Monthly-6 monthly or special reports), including figures, statistics and analysis of current and future Mission requirements;
- To undertake any other tasks required by HoM.

Qualifications and Experience:

- University Degree in Project Management or equivalent combination of education, training and practical experience as project / training manager;
- Minimum 5 years of relevant professional experience;
- Professional experience in operational aspects of Programme Management and report writing;
- Ability to operate Windows and Power Point applications, including Word processing and e-mail and in particular extremely confident with spreadsheets (Excel);
- Ability to establish priorities and to plan and coordinate own work;
- Good interpersonal skills, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity;
- Highly resilient under mental pressure (stress-resistant) and willingness to work extra hours when required;

- Fluent written and spoken English language skills are a requirement;
- International experience, particularly from a CSDP and other international Missions in crisis areas with multi-national and international organizations highly desirable;
- Knowledge of Arabic and/or Hebrew would be an asset.