

EUROPEAN EXTERNAL ACTION SERVICE



Annex 1

European Union CSDP Mission in Niger (EUCAP Sahel Niger) 3-2016 Call for Contributions				
Organisation:	EUCAP Sahel Niger			
Job Location:	Niamey and Agadez			
Employment Regime:	As indicated below			
Job Titles/ Vacancy Notice:	Ref.:	Name of the Post:	Location:	Availability:
	<u>Secoded (20)</u>			
	NI 05	Head of Inter-Operability Unit	Niamey	ASAP
	NI 09	Head of Sustainability Policies Unit	Niamey	21 Sep 2016
	NI 59	Senior Strategic Border Management Adviser	Niamey	ASAP
	NI 71*	Senior Adviser for Nigerien Security Strategy	Niamey	ASAP
	NI 72*	Exercise Adviser	Niamey	ASAP
	NI 73*	Planning Adviser	Niamey	ASAP
	NI 74*	Operation Room Adviser	Niamey	ASAP
	NI 75*	Criminal Intelligence Analyst Adviser	Niamey	ASAP
	NI 76*	Drugs Trafficking Adviser	Niamey	ASAP
	NI 77*	Anti-Arms Trafficking Adviser	Niamey	ASAP
	NI 78*	Training Policy Adviser	Niamey	ASAP
	NI 79*	Human Resources Management Adviser – Gendarmerie	Niamey	ASAP
	NI 80*	Human Resources Management Adviser – National Guard	Niamey	ASAP
	NI 81*	Human Resources Management Adviser – National Police	Niamey	ASAP
	NI 82*	Logistics Adviser	Niamey	ASAP
	NI 83*	G5 Sahel Coordination Adviser	Niamey	ASAP
	NI 84*	Border Management Adviser	Niamey	20 Oct 2016
	NI 87*	Operations Assessment Adviser - Training	Niamey	27 Sep 2016
NI 88*	Operations Assessment Adviser - Projects	Niamey	ASAP	

	AG 15*	FO MAC Analyst	Agadez	ASAP
	<u>Seconded/Contracted (19)</u>			
	NI 17*	Head of Project Cell	Niamey	ASAP
	NI 19*	Chief of Procurement	Niamey	ASAP
	NI 20*	Chief of Human Resources	Niamey	ASAP
	NI 21, NI 90*	Financial Accounting Officer	Niamey	ASAP
	NI 46	Information Security Officer	Niamey	ASAP
	NI 51, NI 89*	Human Resources Officer	Niamey	ASAP
	NI 70*	Legal Adviser	Niamey	ASAP
	NI 85*	Civil Engineer	Niamey	ASAP
	NI 86*	Assistant to the Head of Project Cell	Niamey	ASAP
	NI 91* NI 92* NI 93*	Procurement Officer	Niamey	ASAP
	NI 94*	Logistics Officer	Niamey	ASAP
	NI 95*	Communication & Information Systems (CIS) Assistant – Systems and Networks	Niamey	ASAP
	NI 96*	Mission Security Officer	Niamey	ASAP
	AG 14	Medical Adviser/Physician	Agadez	ASAP
	AG 16*	Nurse*/Paramedic	Agadez	ASAP
Deadline for Applications:	Friday 29 July 2016 at 17:00 (Brussels time)			
E-mail Address to send the Job Application Form to:	eeas-cpcc-eucap-niger@eeas.europa.eu			
Information:	<p>For more information relating to selection and recruitment, please contact the Civilian Planning and Conduct Capability (CPCC):</p> <p>Mr Aurel Hariton aurel.hariton@ext.eeas.europa.eu +32 (0)2 584 69 04</p>			

*The availability of this position is pending the adoption of a Council Decision approving the Budgetary Impact Statement.

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

Personnel seconded from contributing third States are not entitled to receive allowances paid according to 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.

Documents supporting educational qualifications and work experience should be accompanied by certified translations of the original documents in the English language, if issued in another language, in accordance with the European Commission Guidelines for Lifelong Learning, which ensures transparency in higher education and fair and informed judgements about qualifications.

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

The Civilian Operations Commander requests that contributing States propose candidates for the following international expert positions for EUCAP Sahel Niger, according to the requirements and profiles described below:

A. Essential Requirements

Contributing 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 or of a contributing third State.

Integrity – The candidates must maintain the highest standards of personal integrity, impartiality and self-discipline within the Mission. The candidates are not allowed to provide or discuss any information or document as a result of access to classified and/or sensitive information relating to the Mission or respective tasks and activities. They shall carry out their duties and act in the interest of the Mission.

Communication Skills – The candidates must have excellent interpersonal and communication skills, both written and oral. In particular, they must be able to write reports in the working language of the Mission.

Flexibility and Adaptability – The candidates must be able to work in arduous conditions with a limited network of support, with unpredictable working hours and a considerable workload. They must have the ability to work professionally as a member of a team, in task forces and working groups with mixed composition (e.g. civilian and military staff) and be able to cope with extended separation from family and usual environment.

Availability – The candidates must be able to undertake any other related tasks 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 candidates should, in principle, be under the normal age of retirement in contributing States.

Language Skills¹ – Spoken and written proficiency in the working language of the Mission. Selected positions may require higher language skills further specified in the individual job descriptions.

¹ [Common European Framework of References for Languages](#)

Computer Skills – Skills in word processing, spreadsheet and e-mail systems are essential.

Training – e-Hest² or equivalent.

Education – A recognised academic qualification under the European Qualifications Framework (EQF)³ or equivalent, at a level specified in the individual job descriptions.

Driving Licence – The 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 essential requirements may result in repatriation/termination of the secondment/contract.

B. Desirable 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 the Sahel – 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.

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

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

Language – Some proficiency in local language(s).

Driving Licence - Category C driving licence.

C. Essential Documents and Equipment for Selected Candidates

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

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

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

² <https://webgate.ec.europa.eu/eeas/ehest/login/signup.php>

³ <https://ec.europa.eu/ploteus/content/descriptors-page>

vaccinated according to the required immunisations for the Mission area. Yellow fever vaccination is compulsory to be admitted in to the country.

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

Personal Protection Equipment – It is recommended that national authorities provide seconded selected candidates, i.e. Police/Military Officers with a bullet proof vest and helmet (level IV), and a 9mm duty side arm together with 100 rounds of ammunition upon deployment.

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 the contributing 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 shortlisted 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 contributing States will bear any related costs.

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

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

E. Additional Information

Mission Members will be accommodated in Mission provided accommodation and will 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 Operational Plan (OPLAN).

SECONDED POSITIONS

Position: Head of Inter-Operability Unit	Employment Regime: Seconded	
Ref. number: NI 05	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Operations/ Inter-Operability Unit	Security Clearance Level: EU RESTRICTED	Open to Contributing Third States: No

1. Reporting Line

The Head of Inter-Operability Unit reports to the Head of Operations.

2. Main Tasks and Responsibilities

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP).
- To lead, direct and manage the work and staff of the Unit to ensure it delivers on Mission mandate within its field of responsibility and tasks as set out in the planning documents, the MIP and instructions issued by Head of Mission.
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress, including the updating of the MIP and benchmarking in the relevant Line of Operation.
- To ensure, at operational level, co-ordination with other relevant operational Units within the Mission.
- To maintain necessary contacts and build relationships with relevant local counterparts and international actors in the field of responsibility.
- To act, as appropriate, as the representative of the Unit in contacts with external interlocutors
- To ensure compliance with instruction/direction from Mission management and to issue clear instructions to the members of the Unit.
- To identify best practice and lessons learned within the field of responsibility.
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To strengthen the partnership with Nigerien authorities to support the implementation of internal security strategies.
- To support the set-up of coordination and cooperation mechanisms between the internal security actors.
- To assess the coordination and organizational needs and recommends strategic operational orientations.
- To facilitate cooperation between the strategic, operational and tactical levels of Internal Security Forces.
- To develop curricula in order to implement security strategy/doctrines in his/her remit (law enforcement).

4. Essential Qualifications and Experience

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested police or/and military education or training or an award of an equivalent rank.
- The qualification should be in any of the fields of Political Science, International Relations, Law, Social Sciences or Business Administration; AND
- At least 8 years of relevant professional experience, out of which at least 3 at a management level.
- Demonstrable experience in change management, management and implementation of reform programs.
- Extensive knowledge of security forces strategy and the set-up of coordination and cooperation mechanisms.

5. Desirable Qualifications and Experience

- Experience with or within international organizations and/or multinational operations.
- 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.

6. Language 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: Head of Sustainability Policies Unit	Employment Regime: Seconded	
Ref. number: NI 09	Location:	Availability: 21 Sep 2016
Component/Department/Unit: Operations/ Sustainability Policies Unit	Security Clearance Level: EU RESTRICTED	Open to Contributing Third States: No

1. Reporting Line

The Head of Sustainability Unit reports to the Head of Operations.

2. Main Tasks and Responsibilities

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP).
- To lead, direct and manage the work and staff of the Unit to ensure it delivers on Mission mandate within its field of responsibility and tasks as set out in the planning documents, the MIP and instructions issued by Head of Mission.
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress, including the updating of the MIP and benchmarking in the relevant Line of Operation.
- To ensure, at operational level, co-ordination with other relevant operational Units within the Mission.
- To maintain necessary contacts and build relationships with relevant local counterparts and international actors in the field of responsibility.
- To act, as appropriate, as the representative of the Unit in contacts with external interlocutors
- To ensure compliance with instruction/direction from Mission management and to issue clear instructions to the members of the Unit.
- To identify best practice and lessons learned within the field of responsibility.
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To support the Nigerien authorities in developing and implementing a Human Resources Strategy, training, and a logistics concept.
- To support the development of sustainability capacities.
- To assess the needs and propose strategic orientations in the relevant sustainability policies.
- To deliver related training courses as required
- To develop curricula in order to implement the capacity building for security forces in his/her domain of competency (HR, training and Logistic).

4. Essential Qualifications and Experience

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested police or/and military education or training or an award of an equivalent rank.
- The qualification should be in any of the fields of Political Science, International Relations, Law, Social Sciences or Business Administration; AND
- At least 8 years of relevant professional experience, out of which at least 3 at a management level.
- Demonstrable experience in change management, management and implementation of reform programs
- Extensive knowledge of HR management, training and “train the trainers”, and logistics.

5. Desirable Qualifications and Experience

- Experience with or within international organizations and/or multinational operations.
- 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.

6. Language 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: Senior Strategic Border Management Adviser	Employment Regime: Seconded	
Ref. number: NI 59	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Operations/ Migration Unit	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line

The Senior Strategic Border Management Adviser reports to the Head of Migration Unit.

2. Main Tasks and Responsibilities

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) on the strategic and operational level as appropriate.
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of counterparts/institutions and to propose solutions for strengthening same.
- To provide analysis and recommendations to the local counterpart in the area of responsibility.
- To be embedded within the local institution, security permitting.
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress.
- To maintain necessary contacts and build relationships with relevant local counterparts.
- To ensure compliance with instruction/direction from Mission management.
- To liaise closely with other Senior Advisers and Advisers as appropriate.
- To identify best practice and lessons learned within the field of responsibility.
- To design and deliver training, as appropriate.
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To assess 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;
- To analyse the border security and homeland control issues in the Sahel and to elaborate strategic assessments.
- To identify and to conduct related projects.
- To support and to advise Nigerien authorities in defining and implementing a strategic approach to border security;
- To facilitate cooperation between the strategic, operational and tactical levels of security actors;
- To support and to advise 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.
- To contribute 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.

4. Essential Qualifications and Experience

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested police or/and military education or training or an award of an equivalent rank.
- The qualification should be in any of the fields of Political Science, International Relations, Law, Social Sciences or Business Administration; AND
- At least 8 years of relevant professional experience, out of which at least 3 at a management level.

- 8 years of significant experience within law enforcement.
- 5 years of experience in Border Management services.

5. Desirable Qualifications and Experience

- 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.
- Highly resilient under mental pressure and willingness to work extra hours when required.

6. Language 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: Senior Adviser for Nigerian Security Strategy	Employment Regime: Seconded	
Ref. number: NI 71*	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Operations/ Inter-Operability Unit	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line

The Senior Adviser for Nigerian Security Strategy reports to the Head of Inter-Operability Unit.

2. Main Tasks and Responsibilities

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) on the strategic and operational level as appropriate.
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of counterparts/institutions and to propose solutions for strengthening same.
- To provide analysis and recommendations to the local counterpart in the area of responsibility.
- To be embedded within the local institution, security permitting.
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress.
- To maintain necessary contacts and build relationships with relevant local counterparts.
- To ensure compliance with instruction/direction from Mission management.
- To liaise closely with other Senior Advisers and Advisers as appropriate.
- To identify best practice and lessons learned within the field of responsibility.
- To design and deliver training, as appropriate.
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To assist the authorities of Niger in the elaboration of a National Security Strategy.
- To assist the relevant local authorities in setting up and implementing legal arrangements to improve coordination between security institutions.
- To establish working relations with the appropriate Nigerian counterparts.
- To analyse current and potential gaps in the security arrangements, including their legal and institutional aspects.
- To assess the coordination and organisational needs and recommends possible solutions at strategic and operational levels.
- To contribute to improve cooperation between the strategic, operational and tactical levels of Niger Security actors.
- To provide advice on the possible improvements of the skills and performance of Nigerian security personnel.
- To participate in the curricula development in cooperation with other experts, for training courses related to the elaboration and subsequent broader implementation of the Niger security strategy, especially in the area of law enforcement.
- To liaise with other international counterparts active in the same field (e.g. Embassies).

- To help prepare table top exercises to check and validate the operating procedures used by the Counter Terrorism Operational Room and the Command Posts and regional and national level, including the cooperation amongst the different internal security forces.
- In coordination with the Human Rights and Gender Adviser, to ensure that human rights and gender aspects are mainstreamed in the National Security Strategy.

4. Essential Qualifications and Experience

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested police or/and military education or training or an award of an equivalent rank. The qualification should be in any of the fields of Political Science, International Relations, Law, Social Sciences or Business Administration; AND
- At least 8 years of relevant professional experience, out of which at least 3 at a management level.
- Proven ability to mentor and motivate local counterparts.

5. Desirable Qualifications and Experience

- Experience of designing and delivering training.
- Experience in project management.
- Comprehensive management and leadership experience operating in a complex crisis management and/or hostile environments with seconded civilian and/or military staff.
- Previous experience working on Strategic Planning would be an asset.
- Previous experience in planning and operations.
- Excellent strategic and analytical skills.

6. Language 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: Exercise Adviser	Employment Regime: Seconded	
Ref. number: NI 72*	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Operations/ Inter-Operability Unit	Security Clearance Level: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Exercise Expert reports to the Head of Inter-Operability Unit.

2. Main Tasks and Responsibilities

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner.
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening same.
- To provide analysis and recommendations to the local counterpart in the area of responsibility.
- To be embedded within the local institution, security permitting.
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress.
- To collect and collate statistics about the workload/performance of local counterparts.
- To maintain necessary contacts and build relationships with relevant local counterparts.
- To ensure compliance with instruction/direction from Mission management.
- To liaise closely with other Senior Advisers and Advisers as appropriate.
- To identify best practice and lessons learned within the field of responsibility.
- To design and deliver training, as appropriate.
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To review of the structures of the interior Security Forces (FDS) and comparing them to the Regional Emergency Response Plans.
- To promote and to conduct simulation exercises in each of the Niger regions.
- Assist in the provision of advice and guidance regarding conceptual frameworks for the organisation of simulation exercises.
- To provide expertise and acts as a reference point in the area of development of future policy planning and coordination with the Nigerien FDS.
- Works in close collaboration with the regional authority responsible for the strategic planning in order to:
 - Ensure the interoperability of different security forces (FDS) in their respective regions;
 - Record and review all documentation relating to strategic security plans.
- To assists the regional authorities with advice and guidance regarding the preparation of exercises in their region, with a special focus on emergency planning and response.
- To assist in preparation of practical training and exercises, both Table Top Exercises (TTX) and Field Training Exercises to check and validate the operating procedures used by the Counter Terrorism Operational Room and the Command Posts and regional and national level, including the cooperation amongst the different internal security forces.

4. Essential Qualifications and Experience

- Successful completion of university studies of at least 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree OR equivalent and attested police or/and military education or training or an award of an equivalent rank.
- The qualification should be in any of the fields of Political Science, International Relations, Law, Social Sciences or Business Administration; AND
- At least 5 years of relevant professional experience.
- Ability to mentor and motivate local counterparts.
- At least 2 years of working experience in design, development and implementation of practical exercises for law enforcement agencies.

5. Desirable Qualifications and Experience

- Experience of designing and delivering training.
- Experience in project management, particularly in connection with the Security Sector.
- Advisory or managerial experience in a ministerial department.

6. Language 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: Planning Adviser	Employment Regime: Seconded	
Ref. number: NI 73*	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Operations/ Inter-Operability Unit	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line

The Planning Adviser reports to the Head of Inter-Operability Unit.

2. Main Tasks and Responsibilities

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner.
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening same.
- To provide analysis and recommendations to the local counterpart in the area of responsibility.
- To be embedded within the local institution, security permitting.
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress.
- To collect and collate statistics about the workload/performance of local counterparts.
- To maintain necessary contacts and build relationships with relevant local counterparts.
- To ensure compliance with instruction/direction from Mission management.
- To liaise closely with other Senior Advisers and Advisers as appropriate.
- To identify best practice and lessons learned within the field of responsibility.
- To design and deliver training, as appropriate.
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To contribute to strengthening the Implementation of the security dimension of the Nigerian Security Development at national level complementary to other actors (Objective 1).
- To establish working relations with the appropriate Nigerien counterparts.
- To analyse current and potential gaps in the security arrangements, including their legal and institutional aspects.
- To assess the coordination and organisational needs and recommends possible solutions at strategic and operational level.
- To contribute to improve the cooperation between the strategic, operational and tactical levels of Niger Security actors.
- To provide advice on the possible improvements of the skills and performance of Nigerian security personnel.
- To participate in the curricula development in cooperation with other experts, for courses related to the broader implementation of the Niger security strategy, especially in the area of law enforcement.
- To help in preparing table top exercises to check and validate the operating procedures used by the Counter Terrorism Operational Room and the Command Posts and regional and national level, including the cooperation amongst the different internal security forces.
- To ensure that human rights and gender aspects are mainstreamed in the operational activities in coordination with the Human Rights and Gender Adviser.

4. Essential Qualifications and Experience

- Successful completion of university studies of at least 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree OR equivalent and attested police or/and military education or training or an award of an equivalent rank.
- The qualification should be in any of the fields of Law, Criminology, Police/Gendarmerie or other relevant; AND
- At least 5 years of relevant professional experience.

5. Desirable Qualifications and Experience

- Experience of designing and delivering training.
- Experience in project management.
- Previous experience in criminal investigation on terrorism and organised crime matters.
- Previous experience in planning and operations.
- Excellent strategic and analytical skills.
- Experience of operations/missions and/or cooperation in Africa.
- Experience with or within international organisations and/or multinational operations.
- 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.
- Highly resilient under mental pressure and willingness to work extra hours when required.

6. Language 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: Operation Room Adviser	Employment Regime: Seconded	
Ref. number: NI 74*	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Operations/ Inter-Operability Unit	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line

The Operation Room Adviser reports to Head of Inter-Operability Unit.

2. Main Tasks and Responsibilities

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner.
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening same.
- To provide analysis and recommendations to the local counterpart in the area of responsibility.
- To be embedded within the local institution, security permitting.
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress.
- To collect and collate statistics about the workload/performance of local counterparts.
- To maintain necessary contacts and build relationships with relevant local counterparts.
- To ensure compliance with instruction/direction from Mission management.
- To liaise closely with other Senior Advisers and Advisers as appropriate.
- To identify best practice and lessons learned within the field of responsibility.
- To design and deliver training, as appropriate.
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To provide advice on the possible improvements of the skills and performance of the local officers.
- To facilitate cooperation between the strategic, operational and tactical levels.
- To prepare table top exercises to check and validate the operating procedures used by the Counter Terrorism Operational (CTOPS) room, including the cooperation amongst the different internal security forces.
- To assist to identify possible projects in his/her field of expertise and to assist in the further elaboration of these projects, under the overall guidance of the Mission's Project Cell.
- To mentor the interlocutors during their performance on the job.
- To create and equip, from scratch, 8 operations room (1 in Niamey + 1 in each of the 7 regions HQ) under the responsibility of the local authorities, in accordance with the "Projet d'Appui à la Justice et à l'Etat de Droit" "(PAJED II)", financed by the European Union.
- To contribute to the development of the standard operating procedures of the CT OPS Room.
- To take part in the curricula development in cooperation with other experts, for courses related to the OPS Centres.
- To train the concerned Nigerian officers with a view to increase the performance of the CT OPS Room.
- To support the development and upgrading of the interoperability and coordinating mechanism within the "Service Central de Lutte Contre le Terrorisme" (SCLCT) amongst the different security forces in order to fight terrorism.

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 or/and military education or training or equivalent rank.
- The qualification should be in any of the fields of Political Science, International Relations, Law, Social Sciences or Business Administration; AND
- A minimum of 5 years of relevant professional experience.
- Previous experience in the management of a Police Operation Room.

5. Desirable Qualifications and Experience

- Experience of designing and delivering training.
- Experience in project management.
- Good interpersonal skills, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- Experience in Operations/Missions and/or cooperation in Africa.
- Highly resilient under pressure and willingness to work extra hours when required.

6. Language 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: Criminal Intelligence Analyst Adviser	Employment Regime: Seconded	
Ref. number: NI 75*	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Operations/ Technical Competencies Unit	Security Clearance Level: EU RESTRICTED	Open to Contributing Third States: No

1. Reporting Line

The Criminal Intelligence Analyst Adviser reports to the Head of Technical Competencies Unit.

2. Main Tasks and Responsibilities

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner.
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening same.
- To provide analysis and recommendations to the local counterpart in the area of responsibility.
- To be embedded within the local institution, security permitting.
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress.
- To collect and collate statistics about the workload/performance of local counterparts.
- To maintain necessary contacts and build relationships with relevant local counterparts.
- To ensure compliance with instruction/direction from Mission management.
- To liaise closely with other Senior Advisers and Advisers as appropriate.
- To identify best practice and lessons learned within the field of responsibility.
- To design and deliver training, as appropriate.
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To establish and develop working relationships with Nigerien partners in charge of the criminal intelligence analysis aspects within the security forces.
- To conduct, upon request, a review of the Internal Security Forces structure regarding criminal intelligence;
- To assess the needs of the security forces in charge of criminal intelligence.
- To identify the target audience for the training in cooperation with the local authorities.
- To elaborate a training plan regarding criminal intelligence analysis in the fight against terrorism and organised crime.
- To develop curricula in order to implement cooperation programs in his/her domain of competency (criminal intelligence analysis).
- To design and implement specific training on the following areas: identification and extraction of essential information from intelligence products and investigations, analysis of data, synthesise of information and presentation info reports or any support that can be disseminated, development of specific expertise and supplying of an accurate understanding of present and future threats, application of developed inductive reasoning skills to provide a proactive approach to threats.
- To coordinate and oversee trainings on criminal intelligence analysis.
- To implement evaluation of the training on criminal intelligence analysis.

- To deliver expertise (Monitoring, Mentoring and Advise) in terms of criminal intelligence analysis.
- To develop reports, presentations, talking points and briefings on criminal activities.
- To ensure that human rights and gender aspects are mainstreamed in the operational activities in coordination with the Human Rights and Gender Adviser.
- To undertake any other related task as requested by the Line Managers.

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 or/and military education or training or equivalent rank.
- The qualification should be in any of the fields of Political Science, International Relations, Law, Social Sciences or Business Administration, Homeland Security, Law enforcement or other relevant field; AND
- A minimum of 5 years of relevant professional experience.

5. Desirable Qualifications and Experience

- Experience of designing and delivering training.
- Experience in project management.
- Previous experience in training of the trainers would be an asset.
- Knowledge and experience in security operations and related law enforcement.
- Previous experience in CSDP Missions or other international civilian deployment (EU, UN, OSCE) and/or cooperation in Africa desirable.

6. Language 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: Drugs Trafficking Adviser	Employment Regime: Seconded	
Ref. number: NI 76*	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Operations/ Technical Competencies Unit	Security Clearance Level: EU RESTRICTED	Open to Contributing Third States: No

1. Reporting Line

The Drugs Trafficking Adviser reports to the Head of Technical Competencies Unit.

2. Main Tasks and Responsibilities

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner.
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening same.
- To provide analysis and recommendations to the local counterpart in the area of responsibility.
- To be embedded within the local institution, security permitting.
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress.
- To collect and collate statistics about the workload/performance of local counterparts.
- To maintain necessary contacts and build relationships with relevant local counterparts.
- To ensure compliance with instruction/direction from Mission management.
- To liaise closely with other Senior Advisers and Advisers as appropriate.
- To identify best practice and lessons learned within the field of responsibility.
- To design and deliver training, as appropriate.
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To establish and develop working relationships with Nigerien security forces in charge of the fight against drug trafficking.
- To conduct, upon request, examination and evaluation of the structure of local security forces engaged in the fight against drug trafficking.
- To perform need assessment of the local security forces engaged in the fight against drug trafficking.
- To identify the target audience for the training in cooperation with the local authorities.
- To contribute to elaboration of training plans regarding anti-drug trafficking training activities.
- To develop curricula in order to implement joint cooperation programs in his/her domain of competency (drug traffic analysis).
- To design and implement specific training on the following subject matters: identification and extraction of essential information from drug products and drug investigations, analysis of data, consolidation of inputs and preparation of relevant reports, development of specific expertise necessary to perform accurate assessment of present and future threats, application of acquired inductive reasoning skills in identification of potential drug trafficking threats.
- To coordinate and oversee trainings on drug trafficking analysis.
- To perform training evaluation of the training interventions on drug trafficking analysis.
- To deliver expertise (Monitoring, Mentoring and Advise) in terms of drug trafficking analysis.
- To draft reports, to prepare presentations, talking points and briefings on border monitoring activities.

- To ensure that human rights and gender aspects are mainstreamed in the operational activities in coordination with the Human Rights and Gender Adviser.
- To report on the consistency, complementary and sustainability of the programs.

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 or/and military education or training or equivalent rank.
- The qualification should be in any of the fields of Political Science, International Relations, Law, Social Sciences or Business Administration, Homeland Security, Law enforcement or other relevant field; AND
- A minimum of 5 years of relevant professional experience.
- At least 5 years of anti-narcotics investigation related working experience

5. Desirable Qualifications and Experience

- Experience of designing and delivering training.
- Experience in project management.
- Previous experience in training of the trainers would be an asset;
- Knowledge and experience in security operations and related law enforcement;
- Previous experience in CSDP Missions or other international civilian deployment (EU, UN, OSCE) and/or cooperation in Africa desirable.

6. Language 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: Anti-Arms/Weapons Trafficking Adviser	Employment Regime: Seconded	
Ref. number: NI 77*	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Operations/ Technical Competencies Unit	Security Clearance Level: EU RESTRICTED	Open to Contributing Third States: No

1. Reporting Line

The Anti-Arms/Weapons Trafficking Adviser reports to the Head of Technical Competencies Unit.

2. Main Tasks and Responsibilities

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner.
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening same.
- To provide analysis and recommendations to the local counterpart in the area of responsibility.
- To be embedded within the local institution, security permitting.
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress.
- To collect and collate statistics about the workload/performance of local counterparts.
- To maintain necessary contacts and build relationships with relevant local counterparts.
- To ensure compliance with instruction/direction from Mission management.
- To liaise closely with other Senior Advisers and Advisers as appropriate.
- To identify best practice and lessons learned within the field of responsibility.
- To design and deliver training, as appropriate.
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To establish and develop working relationships with Nigerien Security Forces in charge of the fight against arm trafficking.
- To conduct, upon request, a review of the Internal Security Forces structure regarding anti-arm and explosives trafficking.
- To assess the needs of the security forces in charge of anti-arms trafficking.
- To identify the target audience for the training in cooperation with the local authorities.
- To elaborate a training plan regarding anti-arms trafficking training activities.
- To develop curricula in order to implement cooperation programs in his/her domain of competency (anti-arms trafficking).
- To coordinate and oversee trainings on anti-arms and explosives trafficking.
- To implement evaluation of the training on anti-arms trafficking.
- To deliver expertise (Monitoring, Mentoring and Advise) in terms of anti-arms trafficking;
- To develop reports, presentations, talking points and briefings on criminal activities;
- To ensure that human rights and gender aspects are mainstreamed in the operational activities in coordination with the Human Rights and Gender Adviser;
- To report on the consistency, complementary and sustainability of the programs.

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 or/and military education or training or equivalent rank.
- The qualification should be in any of the fields of Homeland security, Law enforcement or other relevant field; AND
- A minimum of 5 years of relevant professional experience.
- A minimum of 5 years of criminal investigation or terrorism investigation related professional experience.

5. Desirable Qualifications and Experience

- Experience of designing and delivering training.
- Experience in project management.
- Previous experience in training of the trainers would be an asset;
- Knowledge and experience in security operations and related law enforcement;
- Previous experience in CSDP Missions or other international civilian deployment (EU, UN, OSCE) and/or cooperation in Africa desirable.

6. Language 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: Training Policy Adviser	Employment Regime: Seconded	
Ref. number: NI 78*	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Operations/ Sustainability Policies Unit	Security Clearance Level: EU RESTRICTED	Open to Contributing Third States: No

1. Reporting Line

The Training Policy Adviser reports to the Head of Sustainability Policies Unit.

2. Main Tasks and Responsibilities

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner.
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening same.
- To provide analysis and recommendations to the local counterpart in the area of responsibility.
- To be embedded within the local institution, security permitting.
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress.
- To collect and collate statistics about the workload/performance of local counterparts.
- To maintain necessary contacts and build relationships with relevant local counterparts.
- To ensure compliance with instruction/direction from Mission management.
- To liaise closely with other Senior Advisers and Advisers as appropriate.
- To identify best practice and lessons learned within the field of responsibility.
- To design and deliver training, as appropriate.
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To act as a reference in the field of training conceptual and organisational framework for the Recruitment and Training Division (Division de la Formation).
- To work in close collaboration with the Recruitment and Training Division in order to assist, to record and review all documentation relating to training.
- To provide expertise to the Recruitment and Training Division in the conceptual and doctrinal framework underlying support and advice process in training, including the organisation of the security forces (Gendarmerie, Police and National Guard).
- To assist and advise in conceptualising and developing training strategies, organisation, methods and contents, course curricula, managing, running and evaluating training courses at academic level.
- To assist in the provision of advice, guidance regarding training organisation, methods and contents.
- To contribute to identifying lessons learned and best practices in his/her respective field of competence.
- To contribute to the induction of Mission personnel as required.

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 or/and military education or training or equivalent rank.

- The qualification should be in any of the fields of Police Sciences, Social Sciences, Law, International Relations, Public Administration or other relevant field; AND
- A minimum of 5 years of relevant professional experience.
- At least 2 years of working experience related to a Training advisory role.

5. Desirable Qualifications and Experience

- Experience of designing and delivering training.
- Experience in project management, particularly in connection with Security Sector Reform.
- Experience with law enforcement agencies (e.g. police, gendarmerie).
- Experience as a trainer in organisational aspects of a police force.
- International experience, particularly in crisis or post-conflict areas, preferably with multinational and/or international organisations.

6. Language 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: Human Resources Management Adviser - Gendarmerie	Employment Regime: Seconded	
Ref. number: NI 79*	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Operations/ Sustainability Policies Unit	Security Clearance Level: EU RESTRICTED	Open to Contributing Third States: No

1. Reporting Line

The Human Resources Management Adviser – Gendarmerie reports to the Head of Sustainability Policies Unit.

2. Main Tasks and Responsibilities

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner.
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening same.
- To provide analysis and recommendations to the local counterpart in the area of responsibility.
- To be embedded within the local institution, security permitting.
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress.
- To collect and collate statistics about the workload/performance of local counterparts.
- To maintain necessary contacts and build relationships with relevant local counterparts.
- To ensure compliance with instruction/direction from Mission management.
- To liaise closely with other Senior Advisers and Advisers as appropriate.
- To identify best practice and lessons learned within the field of responsibility.
- To design and deliver training, as appropriate.
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To act as a reference and to assist the Nigerien Gendarmerie and in particular, the Human Resources Directorate – *Direction des Ressources Humaines (DRH)* - in development and integration of effective HR processes, programs and practices into their daily operations.
- To provide operational support to the Human Resources Directorate (DRH) on critical issues:
 - To keep records and reviewing of documentation relating to personnel management.
 - To provide advice and guidance on conceptual and doctrinal framework underlying reinforcement process in personnel management.
 - To identify gaps and setting priorities with the particular focus on designing training strategy and developing programmes and policies in line with operational needs.
 - To install a personnel management data system and provide training for end users.
- To liaise and to maintain contact with external bodies and service providers in relation to performed tasks and duties.
- To contribute in identifying lessons learned and best practices in the respective field of competence.
- To contribute to the induction and orientation of Mission personnel as required.

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 or/and military education or training or equivalent rank.
- The qualification should be in any of the fields of Human Resources, Social Sciences, Law, International Relations, Public Administration or other relevant field; AND
- A minimum of 5 years of relevant professional experience.
- At least 3 years of related working experience in an HR Advisory role.

5. Desirable Qualifications and Experience

- Experience of designing and delivering training.
- Experience in project management.
- Experience with Gendarmerie services.
- Experience as a manager in organisational aspects of a police force.
- Experience in planning, implementation and HR management, particularly in connection with the Security Forces.
- International experience, particularly in crisis or post-conflict areas, preferably with multinational and/or international organisations.

6. Language 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: Human Resources Management Adviser – National Guard	Employment Regime: Seconded	
Ref. number: NI 80*	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Operations/ Sustainability Policies Unit	Security Clearance Level: EU RESTRICTED	Open to Contributing Third States: No

1. Reporting Line

The Human Resources Management Adviser – National Guard reports to the Head of Sustainability Policies Unit.

2. Main Tasks and Responsibilities

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner.
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening same.
- To provide analysis and recommendations to the local counterpart in the area of responsibility.
- To be embedded within the local institution, security permitting;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress.
- To collect and collate statistics about the workload/performance of local counterparts.
- To maintain necessary contacts and build relationships with relevant local counterparts.
- To ensure compliance with instruction/direction from Mission management.
- To liaise closely with other Senior Advisers and Advisers as appropriate.
- To identify best practice and lessons learned within the field of responsibility.
- To design and deliver training, as appropriate.
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To act as a reference and to assist the Nigerien National Guard and in particular, the Human Resources Directorate – *Direction des Ressources Humaines (DRH)* - in development and integration of effective HR processes, programs and practices into their daily operations;
- To provide operational support to the Human Resources Directorate (DRH) on critical issues:
 - To keep records and reviewing of documentation relating to personnel management.
 - To provide advice and guidance on conceptual and doctrinal framework underlying reinforcement process in personnel management.
 - To identify gaps and setting priorities with the particular focus on designing training strategy and developing programmes and policies in line with operational needs.
 - To install a personnel management data system and provide training for end users.
- To liaise and to maintain contact with external bodies and service providers in relation to performed tasks and duties.
- To contribute in identifying lessons learned and best practices in the respective field of competence.
- To contribute to the induction and orientation of Mission personnel as required.

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 or/and military education or training or equivalent rank.
- The qualification should be in any of the fields of Human Resources, Social Sciences, Law, International Relations, Public Administration or other relevant field; AND
- A minimum of 5 years of relevant professional experience.
- At least 3 years of related working experience in an HR Advisory role.

5. Desirable Qualifications and Experience

- Experience of designing and delivering training.
- Experience in project management.
- Experience with law enforcement entities.
- Experience as a manager in organisational aspects of a police force.
- Experience in planning, implementation and HR management, particularly in connection with the Security Forces.
- International experience, particularly in crisis or post-conflict areas, preferably with multinational and/or international organisations.

6. Language 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: Human Resources Management Adviser – National Police	Employment Regime: Seconded	
Ref. number: NI 81*	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Operations/ Sustainability Policies Unit	Security Clearance Level: EU RESTRICTED	Open to Contributing Third States: No

1. Reporting Line

The Human Resources Management Adviser – National Police reports to the Head of Sustainability Policies Unit.

2. Main Tasks and Responsibilities

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner.
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening same.
- To provide analysis and recommendations to the local counterpart in the area of responsibility.
- To be embedded within the local institution, security permitting.
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress.
- To collect and collate statistics about the workload/performance of local counterparts.
- To maintain necessary contacts and build relationships with relevant local counterparts.
- To ensure compliance with instruction/direction from Mission management.
- To liaise closely with other Senior Advisers and Advisers as appropriate.
- To identify best practice and lessons learned within the field of responsibility.
- To design and deliver training, as appropriate.
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To act as a reference and to assist the Nigerien National Police and in particular, the Human Resources Directorate – *Direction des Ressources Humaines (DRH)* - in development and integration of effective HR processes, programs and practices into their daily operations;
- To provide operational support to the Human Resources Directorate (DRH) on critical issues:
 - To keep records and reviewing of documentation relating to personnel management.
 - To provide advice and guidance on conceptual and doctrinal framework underlying reinforcement process in personnel management.
 - To identify gaps and setting priorities with the particular focus on designing training strategy and developing programmes and policies in line with operational needs.
 - To install a personnel management data system and provide training for end users.
- To liaise and to maintain contact with external bodies and service providers in relation to performed tasks and duties.
- To contribute in identifying lessons learned and best practices in the respective field of competence.
- To contribute to the induction and orientation of Mission personnel as required.

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 or/and military education or training or equivalent rank.
- The qualification should be in any of the fields of Human Resources, Social Sciences, Law, International Relations, Public Administration or other relevant field; AND
- A minimum of 5 years of relevant professional experience.
- At least 3 years of related working experience in an HR Advisory role.

5. Desirable Qualifications and Experience

- Experience of designing and delivering training.
- Experience in project management.
- Experience with law enforcement entities.
- Experience as a manager in organisational aspects of a police force.
- Experience in planning, implementation and HR management, particularly in connection with the Security Forces.
- International experience, particularly in crisis or post-conflict areas, preferably with multinational and/or international organisations.

6. Language 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: Logistics Adviser	Employment Regime: Seconded	
Ref. number: NI 82*	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Operations/ Sustainability Policies Unit	Security Clearance Level: EU RESTRICTED	Open to Contributing Third States: No

1. Reporting Line

The Logistics Adviser reports to the Head of Sustainability Policies Unit.

2. Main Tasks and Responsibilities

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner.
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening same.
- To provide analysis and recommendations to the local counterpart in the area of responsibility.
- To be embedded within the local institution, security permitting.
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress.
- To collect and collate statistics about the workload/performance of local counterparts.
- To maintain necessary contacts and build relationships with relevant local counterparts.
- To ensure compliance with instruction/direction from Mission management.
- To liaise closely with other Senior Advisers and Advisers as appropriate.
- To identify best practice and lessons learned within the field of responsibility.
- To design and deliver training, as appropriate.
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To act as a reference for the security forces (Gendarmerie, Police and National Guard) and their respective Logistics Divisions.
- To provide support to the Logistics Division on logistics projects and service provisions to various functional units.
- To provide technical Logistics advise and support to the Logistics Divisions and joint project teams to ensure safe, efficient and cost effective Logistic operations in line with required service levels.
- To identify gaps, establish corrective actions and put in place adequate tools in order to effectively improve current capacities and infrastructures.
- To develop a logistics management plan, including policies, concepts and procedures.
- To identify current needs and advise the Mission Project Cell Unit on various projects with the aim to strengthen the security forces in the area of logistics.
- To assist the security forces in the operational implementation of logistics policies and new practices in regards to transport, supply chain and asset management.
- To develop synergies between the Nigerien logistics management system and the bilateral cooperation activities.
- To contribute to the induction of Mission personnel as required.

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 or/and military education or training or equivalent rank.
- The qualification should be in any of the fields of Logistics, Accounting, Business Administration, Public Administration or other relevant field; AND
- A minimum of 5 years of relevant professional experience.
- Knowledge of logistics databases and inventory procedures.

5. Desirable Qualifications and Experience

- Experience of designing and delivering training.
- Experience in project management, particularly in connection with the Security Sector Reform.
- Experience with Gendarmerie/Police or other security force.
- Experience with logistics aspects in law enforcement agencies context.
- International experience, particularly in crisis or post-conflict areas, preferably with multinational and/or international organisations.
- Strong knowledge and understanding of budget processes.

6. Language 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: G5 Sahel Coordination Adviser	Employment Regime: Seconded	
Ref. number: NI 83*	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Operations/ International Coordination Unit	Security Clearance Level: EU RESTRICTED	Open to Contributing Third States: No

1. Reporting Line

The G5 Coordination Adviser reports to the Head of the International Coordination Unit.

2. Main Tasks and Responsibilities

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner.
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening same.
- To provide analysis and recommendations to the local counterpart in the area of responsibility.
- To be embedded within the local institution, security permitting.
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress.
- To collect and collate statistics about the workload/performance of local counterparts.
- To maintain necessary contacts and build relationships with relevant local counterparts.
- To ensure compliance with instruction/direction from Mission management.
- To liaise closely with other Senior Advisers and Advisers as appropriate.
- To identify best practice and lessons learned within the field of responsibility.
- To design and deliver training, as appropriate.
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To assist the authorities of Niger in developing regional cooperation in the field of counterterrorism, fight against organised crime and control of illegal migration, especially within the framework of the G5 Sahel.
- To liaise with the other regional CSDP Missions, especially EUCAP Sahel Mali, as well as other regional instruments to provide a coordinated support to regional cooperation initiatives.
- To assist EUCAP Sahel Niger to develop training and advisory activities aimed at G5 countries.
- To support the Head of International Coordination Unit in ensuring the coherence of regional activities carried out by the Mission.
- To support the development of the G5 initiatives, such as the CSS (College Sahélien de Sécurité) as appropriate.
- To provide regular support and advice to G5-related mechanisms in Niger such as National Coordination Committees (CNC) and Security Cooperation Platform in close coordination with CSDP Missions and EU Delegations in the region.
- To build and maintain contacts with regional actors in the field of counterterrorism organised crime and illegal migration.

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 or/and military education or training or equivalent rank.

- The qualification should be in any of the fields of Social Sciences, Law, International Relations, Business Administration, Political Science or other relevant field; AND
- A minimum of 5 years of relevant professional experience.
- At least 5 years of Security Sector Reform (SSR) and/or Training related work experience.

5. Desirable Qualifications and Experience

- Experience of designing and delivering training.
- Experience in project management.
- Work experience in Africa and knowledge of the West Africa region would be an asset.
- Previous experience in CSDP Missions or other international civilian field operations (EU, UN, OSCE) is desirable.

6. Language 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: Border Management Adviser	Employment Regime: Seconded	
Ref. number: NI 84*	Location: Niamey	Availability: 20 Oct 2016
Component/Department/Unit: Operations/ Migration Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: No

1. Reporting Line

The Border Management Adviser reports to the Head of the Migration Unit.

2. Main Tasks and Responsibilities

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner.
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening same.
- To provide analysis and recommendations to the local counterpart in the area of responsibility.
- To be embedded within the local institution, security permitting.
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress.
- To collect and collate statistics about the workload/performance of local counterparts.
- To maintain necessary contacts and build relationships with relevant local counterparts.
- To ensure compliance with instruction/direction from Mission management.
- To liaise closely with other Senior Advisers and Advisers as appropriate.
- To identify best practice and lessons learned within the field of responsibility.
- To design and deliver training, as appropriate.
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- In coordination with the Strategic Border Management Adviser, to support the Anti-Human Trafficking Adviser in establishing and developing working relationships with Nigerien partners in charge of the fight against Human Trafficking aspects.
- To conduct comprehensive consultations with the Government/Local Governorate and other supporting stakeholders on border management/control needs assessments to ascertain the current level of the state ability to identify/track those seeking to enter, transit or leave its territory.
- To support the implementation of a national Plan of Action in the country to ensure that recognized Border Crossing Points and all relevant staff are equipped with the necessary tools to identify, track and interdict those of interest, which include the Border Management Information System (BMIS), Watch List facilities, Advanced Passenger Information (API) systems, fraudulent document detection devices and other related border control devices and systems.
- In coordination with the Human Rights and Gender Adviser to ensure that Human Rights and Gender aspects are mainstreamed in the operational activities.
- To oversee and to coordinate training and capacity building on migration, border management and control activities, including counter-terrorism approaches, fraudulent document detection, interview skills including debriefing, intelligence handling and report writing, vehicle and individual searching, cultural awareness, investigative skills, case working and case preparation, detection of concealed weapons, money, stolen vehicles and other illegal items.

- To support the Government of Niger/Agadez Governorate in establishing national and international networks to support border control measures including creation of intelligence cells incorporating immigration, internal and external security services, customs, military, etc..
- In coordination with the Strategic Border Management Adviser and the Anti Human Trafficking Adviser and in partnership with the Nigerien authorities, to contribute to the elaboration for a local/regional plan in the field of the fight against Human Trafficking.
- Based on the identified needs, to develop curricula in order to implement cooperation programs in his/her domain of competency.
- To design and to implement specialised training on Border Management.
- To coordinate and to oversee trainings on Border Management
- To implement evaluation of the training on Border Management.
- To deliver expertise (Monitoring, Mentoring and Advice) in terms of Border Management.
- To provide advice on Border Management Strategy, analysis and input to the Head of Migration Unit on all issues that may arise on the projects being managed.
- To pay a specific attention to Law Enforcement and Border Management of other institutions and other donors working in the realm of security sector reform.
- To identify and to promote strategic and technical partnerships with the relevant government entities, private sector and civil society partners, and other relevant stakeholders to promote and strengthen Nigerien's Police training on Migration and Border Management portfolio.
- To develop reports, presentations, talking points and briefings on border monitoring activities.
- To report to the Head of Migration Unit on the consistency, complementary and sustainability of the programs.
- To identify and to conduct projects.

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 or/military education or training or an award of an equivalent rank.
- The qualification should be in any of the fields of Social Sciences, Law, International Relations, Business Administration, Political Science or other relevant field; AND
- A minimum of 5 years of relevant professional experience.
- At least 5 years of relevant professional experience in the fields of Migration Control/Border Management Services.

5. Desirable Qualifications and Experience

- Experience of designing and delivering training.
- Experience in project management.
- Experience in project/programme management with EU and/or international organisations or non-governmental organisations in migration management focusing on Integrated Border Management (IBM), Security Sector Reform and other related fields, with supervisory responsibilities and demonstrated achievements.
- Experience in training of the trainers.
- Experience in conducting monitoring and evaluation (M&E), with understanding of M&E tools and approaches.
- Good interpersonal skills, ability to engage with senior officials, ability to work in a multicultural, multi-ethnic environment with sensitivity and respect for diversity.

- Previous experience in CSDP Missions or other international civilian deployment (EU, UN, OSCE) and/or cooperation in Africa.
- Highly resilient under mental pressure and willingness to work extra hours when required.

6. Language 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: Operations Assessment Adviser - Training	Employment Regime: Seconded	
Ref. number: NI 87*	Location: Niamey	Availability: 27 Sep 2016
Component/Department/Unit: Operations	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line

The Operations Assessments Adviser – Training reports to the Head of Operations.

2. Main Tasks and Responsibilities

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner.
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening same.
- To provide analysis and recommendations to the local counterpart in the area of responsibility.
- To be embedded within the local institution, security permitting.
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress.
- To collect and collate statistics about the workload/performance of local counterparts.
- To maintain necessary contacts and build relationships with relevant local counterparts.
- To ensure compliance with instruction/direction from Mission management.
- To liaise closely with other Senior Advisers and Advisers as appropriate.
- To identify best practice and lessons learned within the field of responsibility.
- To design and deliver training, as appropriate.
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To assist the Head of Operations in the daily monitoring and the assessment of all Mission related training activities.
- To ensure the follow up of the established Mission harmonised training policy.
- To measure the impact of trainings on the field and to check the synergy with the projects implemented in support to trainings, in collaboration with Project Cell.
- To produce, on request, statistics, evaluations and reports on the current state of affairs, in coordination with the Planning and Reporting Department.
- To ensure that human rights and gender aspects are mainstreamed in the operational activities in coordination with the Human Rights and Gender Adviser.
- To create and maintain a training library with all related Mission training courses.
- To maintain a database with all past, current and planned training activities as well as the participants' record.

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 or/and military education or training or equivalent rank.

- The qualification should be in any of the fields of Political Science, International Relations, Law, Social Sciences or Business Administration; AND
- A minimum of 5 years of relevant professional experience.
- At least 3 years of relevant experience as a training manager.
- At least 2 years in national security forces or in a military operation or civilian Mission.
- Excellent analytical, synthesis and drafting skills.
- Excellent organisational and coordination skills.

5. Desirable Qualifications and Experience

- Experience of designing and delivering training.
- Experience in project management.
- Experience of operations/mission and/or cooperation in Africa.

6. Language 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: Operations Assessment Adviser - Projects	Employment Regime: Seconded	
Ref. number: NI 88*	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Operations	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line

The Operations Assessments Adviser – Projects reports to the Head of Operations.

2. Main Tasks and Responsibilities

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner.
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening same.
- To provide analysis and recommendations to the local counterpart in the area of responsibility.
- To be embedded within the local institution, security permitting.
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress.
- To collect and collate statistics about the workload/performance of local counterparts.
- To maintain necessary contacts and build relationships with relevant local counterparts.
- To ensure compliance with instruction/direction from Mission management.
- To liaise closely with other Senior Advisers and Advisers as appropriate.
- To identify best practice and lessons learned within the field of responsibility.
- To design and deliver training, as appropriate.
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To develop an impact assessment strategy of the projects carried out by the mission since its start, including the harvesting of field data.
- To collect the field data and measure the impact of projects in collaboration with Project Cell, Project managers and beneficiaries.
- To check the synergy between training activities and implemented projects.
- To advise the Head of Operations in the identification of activities for new projects resulting from direct observations and the lessons learned from previous projects.
- To collaborate with Project Cell to feed the database with summarized project sheets including the results and lessons learned for each project.
- In coordination with the Human Rights and Gender Adviser, ensures that Human Rights and Gender aspects are mainstreamed in the operational activities;

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 or/and military education or training or an award of an equivalent rank.
- The qualification should be in any of the fields of Political Science, International Relations, Law, Social Sciences or Business Administration; AND

- A minimum of 5 years of relevant professional experience.
- At least 3 years of relevant experience as a training manager.
- At least 2 years in national security forces or in a military operation or civilian mission.
- Excellent analytical, synthesis and drafting skills.
- Excellent organisational and coordination skills.

5. Desirable Qualifications and Experience

- Experience of designing and delivering training.
- Experience in project management.
- Experience of operations/mission and/or cooperation in Africa, desirable;

6. Language 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: FO MAC Analyst	Employment Regime: Seconded	
Ref. number: AG 15*	Location: Agadez	Availability: As soon as possible
Component/Department/Unit: Field Office Agadez/ Operations Unit	Security Clearance Level: EU RESTRICTED	Open to Contributing Third States: No

1. Reporting Line

The MAC (Mission Analysis Capability) Analyst reports to the Head of Field Office Agadez and keeps the Head of the Analysis Department at the Mission Headquarters informed.

2. Main Tasks and Responsibilities

- Supports the structuring of Mission information flows with regard to the Mission's analytical needs, in collaboration with the Analysis Department.
- Operationalises Head of Mission (HoM) and Head of Field Office (HoFO) 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 analytical support to public surveys authorised by the HoM or HoFO.
- 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 and/or HoFO.
- 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 FO Security Unit and mainly in collaboration with the FO Mission Security Analyst.
- Contributes to develop and maintain MAC working methodology and relevant Standard Operating Procedures (SOPs).
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- Provides comprehensive and timely assessments of situations, events and developments, including contributions to early warning of potential threats in Agadez area and upcoming opportunities for mandate implementation.
- Contributes to Mission reports, ensuring the inclusion of relevant assessments of Agadez area.

4. Essential and Qualifications Experience

- Successful completion of University studies of at least 3 years attested by a diploma OR a qualification at the level 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.

- The qualification should be in any of the fields of Political Science, International Relations, Law, Social Sciences or Business Administration; AND
- A minimum of 5 years of relevant professional experience.
- Proven skills and experience in the handling, processing and analysis of information from various sources;
- Significant experience in the use of analytical IT packages and processes, including specific analytical software.

5. Desirable Qualifications and Experience

- Experience of designing and delivering training.
- Experience in project management.
- Experience in African countries, particularly in Sahel region.
- Knowledge of the local languages, history, and culture, social and administrative structures of the Sahel region.

6. Language 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)				

SECONDED/CONTRACTED POSITIONS

Position: Head of Project Cell	Employment Regime: Seconded/Contracted	Post Category: Mission Support – Management Level (MSML)
Ref. number: NI 17*	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Operations/ Project Cell Unit	Security Clearance Level: EU RESTRICTED	Open to Contributing Third States: No

1. Reporting Line

The Head of Project Cell reports to the Head of Operations.

2. Main Tasks and Responsibilities

- To lead, direct and manage the work and staff of the Project Cell's tasks in accordance with the OPLAN and relevant planning documents
- To ensure that project proposals are properly coordinated within the Mission as well as with external stakeholders
- To assist the Mission's operational component and unit heads in project planning and development and co-ordinate the implementation of the Mission's projects with other stakeholders
- To assess project proposals and make recommendations on the feasibility and sustainability of projects in co-operation with operational component and unit heads and Mission's Finance Office
- In close coordination with the Mission's Coordination and Cooperation Capability, to establish and maintain contacts with International Organizations and NGOs to identify potential project partners and funding;
- To develop the Mission's Projects Database and to maintain a record of the Mission's project history and ongoing activities in order to ensure transparency and proper administration accordance with EU regulations
- Upon project completion, to ensure that post-project reporting and evaluation have been completed
- To maintain and develop project management procedures;
- To develop best practices on project management, make training recommendations and record lessons learned
- To undertake any other tasks as requested by the Head of Operations.

3. Mission Specific Tasks and Responsibilities

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 or/and military education or training or an award of an equivalent rank.
- The qualification should be in any of the fields of Political Science, International Relations, Law, Social Sciences or Business Administration; AND
- A minimum of 8 years of relevant professional experience with at least 3 years of experience at management level.
- Experience in planning, implementation and management of projects (such as development cooperation).

5. Desirable Qualifications and Experience

- Project management qualification, such as APM, PPM, PRINCE2, or equivalent;
- Experience in Security Sector/RoL reform in a national or host state context;
- Familiarity with the EU Financial Regulations

6. Language 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: Chief of Procurement	Employment Regime: Seconded/Contracted	Post Category: Expert
Ref. number: NI 19*	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Mission Support/ Procurement Unit	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line

The Chief of Procurement reports to the Head of Mission Support Department.

2. Main Tasks and Responsibilities

- To lead, direct and manage the work and staff of the Procurement Unit.
- To lead, develop, manage and co-ordinate the CSDP Mission contracting and procurement processes in accordance with established professional and transparent procurement policies and procedures of European Commission legislation and regulations.
- To assist and advise the chain of command on all contracting and procurement issues.
- To provide assistance to the Mission members related with all contracting and procurement matters.
- To develop professional relationships and work partnership with the European Commission in the field of contracting and procurement for the Mission.
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- Under the authority of the Head of Mission and the Head of Mission Support Department, manages the Procurement Unit of the Mission ensuring close coordination, in particular with the Financial Unit and the Logistics Unit, on one hand and on the other with the Operational Units;

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 or/and military education or training or an award of an equivalent rank.
- The qualification should be in any of the fields of Human Resources, Public Administration, Business Administration, Finance, Economics, Law, Accounting, Logistics, Engineering, Public Administration or other relevant subject; AND
- A minimum of 6 years of overall professional experience with at least 3 years of experience in management level.
- Experience in using legally established professional and transparent procurement policies and procedures in accordance with EU legislation and regulations.
- Experience in financial management of tendering processes and audits, preferably including EU procedures.

5. Desirable Qualifications and Experience

- Experience in using established professional and transparent procurement policies and procedures in accordance with European Union legislation and regulations.
- Experience in project management.
- Experience in management of tendering processes, preferably including EU procedures.
- Good drafting and reporting skills.
- Previous experience in CSDP missions or in EU Delegations

6. Language 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: Chief of Human Resources	Employment Regime: Seconded/Contracted	Post Category: Expert
Ref. number: NI 20*	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Mission Support/ Human Resources Unit	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line

The Chief of Human Resources reports to the Head of Mission Support.

2. Main Tasks and Responsibilities

- To lead, direct and manage the Human Resources Unit.
- To be responsible for the implementation of all relevant Council/Commission legislation and instructions, as well as for the setting up and implementation of relevant Mission internal strategies, policies and procedures.
- To ensure an effective and transparent Human Resources planning and recruitment process.
- To ensure a fair, effective and transparent performance appraisal process.
- To ensure an effective and efficient Human Resources administration process.
- To support the Mission management in implementing the Mission's mandate in accordance with the Mission key documents and ensuring effective training activities for staff members and other relevant support during their tenure.
- To ensure that line managers of the Mission get the necessary advice and support in Human Resources matters.
- To coordinate as appropriate with the EEAS (CPCC) and the European Commission (FPI) as well as with the Brussels Support Element on all issues pertaining to his/her portfolio.
- To ensure timely reporting to the Mission management and the EEAS (CPCC) on Human Resources related issues.
- To act as a key interlocutor with staff and their representatives, such as the Staff Committees and National Contingent Leaders/National Points of Contact, on matters affecting staff members, and to facilitate bringing closer the concerns of staff to the Senior Management.
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To plan and set up Mission-specific Human Resources related core functions in the build-up phase of the Mission
- To plan and execute Mission's downsizing process in accordance with strategic guidance from CPCC and the Mission's senior management

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 and/or military education or training or equivalent rank.
- The qualification should be in any of the fields of Human Resources, Public Administration, Business Administration, Finance, Economics, Law, Accounting, Logistics, Engineering, Public Administration or other relevant subject; AND

- A minimum of 6 years of relevant professional experience with at least 3 years of experience in management level.
- At least 5 years of Human Resources related working experience.

5. Desirable Qualifications and Experience

- Knowledge and/or experience in strategic management and/or public administration.
- Experience in project management.
- International experience, particularly in crisis areas with multi-national and international organisations.

6. Language 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: Financial Accounting Officer	Employment Regime: Seconded/Contracted	Post Category: Mission Support -Management Level (MSML)
Ref. number: NI 21, NI 90* (2 positions)	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Mission Support/ Finance Unit	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Financial Accounting Officer reports to the Chief of Finance.

2. Main Tasks and Responsibilities

- To assist the CoF in maintaining the financial operations of the Mission.
- To develop policies for accounting and control of Mission finances in close cooperation with the CoF.
- To define procedures for accounts, payments, payroll, petty cash, claims and other financial functions in a multicurrency system.
- To verify the legality and the regularity of transactions prior to authorising financial transactions (i.e. commitments and payments).
- To assist in the reporting, verifying the integrity of accounts, their accuracy and their on-time delivery.
- To implement audit recommendations and ensures the effectiveness of internal controls.
- To identify areas of risk and take appropriate measures for limiting the financial risk, especially concerning the physical and the electronic security of funds, of documents (active and archived) and of transactions.
- To assist in identification of needs of goods and/or services required for improving the efficiency of the unit and help define them for procurement.
- To assist the CoF in drafting the Mission budget To contribute to lessons identification;
- To liaise and cooperate on financial issues with the EU Supervising Authorities and all other relevant actors (banks etc.) under the supervision of the CoF.
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To help developing policies for budgeting, accounting and control of Mission finances in close cooperation with the Finance Officers (HQ Niamey and Field Office Agadez).

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 and/or military education or training or equivalent rank.
- The qualification should be in any of the fields of Audit, Accounting, Business Administration, Economics, Finance, Law or other relevant subject; AND
- A minimum of 5 years of relevant professional experience.
- At least 3 years of finance, budget or business administration related working experience.
- Proven knowledge of accounting software.

5. Desirable Qualifications and Experience

- Experience of working with accounting software systems, especially SAGE;
- At least 3 years of Finance related working experience;
- Knowledge of EU financial regulations;
- International experience, particularly in crisis areas with multinational and international organisations.

6. Language 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: Information Security Officer	Employment Regime: Seconded/Contracted	Post Category: Mission Support - Management Level (MSML)
Ref. number: NI 46	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Office of the Head of Mission/ Mission Security Department	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line

The Information Security Officer reports to the Senior Mission Security Officer (SMSO).

2. Main Tasks and Responsibilities

In line with the EU's Policy of EU staff deployed outside the EU in an operational capacity under Title V of the Treaty on European Union:

- To develop and to ensure application of relevant Standard Operating Procedures for secure information handling, and all other communications issues – particularly in relation to Security Operating Procedures for Mission classified information systems - in accordance with the provisions of the Council Security Regulations.
- To liaise in conjunction with the SMSO, Chief of CIS and with the European External Action Service (EEAS) Security Office for information security issues and especially in case of incidents
- To provide input and assessment of existing and future IT infrastructure and application architecture from a security perspective.
- To assume responsibilities as the Crypto Custodian for the Mission, including:
 - Ensuring registration, protection and transfer of accountable security items (crypto devices, smartcard, keys, etc.);
 - Informing immediately the EU Crypto Custodian (within DGA5-SSICS) in case of compromise or suspicion of compromise.
- To be the Mission focal point for information security compromise or suspicion of compromise.
- To report to the SMSO any IT security related incidents.
- To be the Mission focal point for Data Protection issues.
- To develop awareness with regard to IT security for the Mission staff.
- To verify periodically the security posture of IT systems (for example through log analysis, integrity of seals, suspicious elements).
- To advise and monitor the vulnerability detection and remedial efforts and oversee vulnerability testing
- To advise and monitor the institution's policies on anti-SPAM, anti-virus, anti-spyware, and other "malware" protection.
- To undertake other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To assess any change to the IT systems (especially the Mission RESTRAINT UE LAN and Pre-DEUS) from a security perspective;

4. Essential Qualifications and Experience

- Successful completion of University studies of at least 3 years attested by a diploma OR a qualification at the level in the National Qualifications Framework 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 or/and military education or training or an award of an equivalent rank.

- The qualification should be in Security management or business administration, political/social or science or international relations with focus on security management or other relevant subject; AND
- A minimum of 5 years of relevant professional experience.
- Ability to work collaboratively with a broad range of constituencies essential.

5. Desirable Qualifications and Experience

- Experience in developing and administrating an information security program.
- Ability to analyse, and interpret general business periodicals, professional journals, technical procedures, or Mission regulations.
- Good knowledge of key information security principles and best practices and professional experience in the activities, responsibilities, processes and documentation required to maintain a security management system or program.
- Technical knowledge of information technology and security issues.
- Knowledge of EU information security standards and formal accreditation processes international experience, particularly in crisis areas with multi-national and international organisations.
- Certification such as CISSP or any other international relevant certification in the field; forensic or malware analysis certification would be an asset.
- Experience using methodology such as EBIOS, PILAR, CRAMM and implementing risk assessment recommendation using any other international relevant methodology in the field.

6. Language 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: Human Resources Officer	Employment Regime: Seconded/Contracted	Post Category: Mission Support – Management Level (MSML)
Ref. number: NI 51, NI 89* (2 positions)	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Mission Support/ Human Resources Unit	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Human Resources Officer reports to the Chief of Human Resources.

2. Main Tasks and Responsibilities

- To assist in the preparations of Calls for Contributions for international staff and organise Calls for Applications for local staff.
- To coordinate extension request exercises for eligible seconded staff prior the launch of each regular Call for Contribution.
- To conduct reviews of job descriptions in direct consultation with line managers and other actors involved.
- To coordinate the selection process, including managing applications, vacancies, advising selection panels, collecting and analysing results and producing consolidated selection reports for endorsement. To participate as a member of selection panels as required; communicate and coordinate with candidates, including on queries before or after applying, notifications of selection, interviews, etc.
- To conduct the grading of international contracted personnel for the purpose of determining their remuneration as per the catalogue of positions and applicable procedures.
- To coordinate the deployment of selected candidates, redeployment and check-out of staff members with all involved stakeholders, including line managers and the Brussels Support Element.
- To advise and assist staff members concerning human resources policies and procedures.
- To contribute to the development, implementation and follow-up on the human resources strategies, policies and procedures.
- To conduct timely issuance and proper management of employment contracts for international and local staff.
- To administer insurance portfolio for international and local staff.
- To administer the attendance, leave record, reimbursement of duty trips, temporary reallocations, home travel reimbursement, monthly payrolls systems and other relevant entitlements.
- To maintain updated the personnel databases as appropriate.
- To provide advice, guidance and support to staff on personnel administration related matters.
- To draft technical specifications/terms of reference for procurement activities in his/her area of expertise, participating in the evaluation of tenders as required.
- To support, inform, assist and advise on all training, staff development and training related evaluation issues in line with Mission policies.
- To maintain, develop if necessary, and implement a performance management approach for monitoring, assessing and developing the performance of staff members, teams and units with the ultimate aim of improving organisational performance.
- To develop and implement tools for staff succession and continuation of business as part of staff turnover, such as handover notes, advice on specific training to newcomers, coaching, etc.
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities (examples)

- To assist in the planning and set up of Mission-specific human resources related core functions in the build-up phase of the Mission
- To assist in Mission's downsizing process

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 and/or military education or training or equivalent rank.
- The qualification should be in any of the fields of Human Resources, Business Administration, Law or other relevant subject; AND
- A minimum of 5 years of relevant professional experience.
- At least 3 years of Human Resources related experience.

5. Desirable Qualifications and Experience

- Training and experience in MS Excel, Access and Visio and building databases with similar software.

6. Language 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: Legal Adviser*	Employment Regime: Seconded/Contracted	Post Category: Mission Support - Management Level (MSML)
Ref. number: NI 70	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Mission Support	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line

The Legal Adviser reports to the Head of Mission Support Department.

2. Main Tasks and Responsibilities

- To provide advanced legal expertise and advice on legal issues pertaining to the Mission and its legal framework, status and mandate.
- To draft legal guidelines for the Mission in accordance with line management instructions.
- To exercise oversight in all legal aspects in the Mission, including but not limited to operational issues, contracts relating to any legal or financial issues, contracts of employment, and other administrative legal issues.
- To liaise with international and local stakeholders in legal issues.
- To draft assessments and recommendations for the line management in relation to internal disciplinary and administrative proceedings.
- To plan and carry out trainings related to general legal issues.
- To provide advice on host country regulatory and other instruments, mechanisms and arrangements.
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To give legal advice on downsizing and liquidation of the Mission.

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.
- The qualification must be in Law; AND
- A minimum of 5 years of relevant professional experience.
- Good understanding and experience of public international law, European law, labour law.
- Experience as a practising lawyer.

5. Desirable Qualifications and Experience

- Previous experience in working on both private and public sectors.
- Knowledge of the jurisprudence in the host country.
- Previous experience on downsizing and liquidation of an international Mission.
- Knowledge of the EU Financial Regulations including public procurement.
- Previous experience in international litigation.

6. Language 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: Civil Engineer	Employment Regime: Seconded/Contracted	Post Category: Mission Support - Management Level (MSML)
Ref. number: NI 70*	Location: Niamey	Availability: 16 Jul 2016
Component/Department/Unit: Operations/ Project Cell	Security Clearance Level: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Civil Engineer reports to the Head of Project Cell Unit.

2. Main Tasks and Responsibilities

- To take part in field visits to identify the needs of beneficiaries.
- To provide detailed technical specifications needed for the projects implemented by the Mission (for purchase and/or implementation of solar and electrical installations, building refurbishment, generators, vehicles), in compliance with European best practices and standards.
- To conduct market research to identify potential local or international companies or suppliers.
- To assist in the technical evaluation of bids and the compilation of negotiation reports.
- To organize and supervise work sites in the field (planning, coordination between providers and beneficiaries, compliance with specifications, planned expenditures and safety procedures).
- To assist and train beneficiaries in the use and maintenance of equipment they received from the Mission.
- To analyze and prepare any kind of required administrative documents and to ensure their circulation and archiving.
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

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 and/or military education or training or equivalent rank.
- The qualification should be in any of the fields of Mechanical, Civil, Structural or Electrical Engineering or other relevant subject; AND
- A minimum of 5 years of relevant professional experience.
- At least 5 years of experience in implementing/supervising tasks such as building sites, electrical installations or other related working experience in Civil Engineering.

5. Desirable Qualifications and Experience

- Previous work experience in Africa is desirable.
- International experience in multinational and international organizations would be an advantage;
- Adaptability to challenging working and climatic conditions and a high ability to work under pressure.

6. Language 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: Assistant to Head of Project Cell	Employment Regime: Seconded/Contracted	Post Category: Mission Support - Assistant Level (MSAL)
Ref. number: NI 86*	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Operations/ Project Cell	Security Clearance Level: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Assistant to Head of Project Cell reports to the Head of Project Cell.

2. Main Tasks and Responsibilities

- To assist the Head of Project Cell in the coordination, supervision and execution of all tasks necessary to implement the projects of the mission;
- To travel to the field in order to identify possible projects, to write project proposals, and to monitor and assess the implementation of projects;
- To prepare technical specifications compliant with European regulations in collaboration with Operations and Procurement Units in order to implement projects together with local partners;
- To prepare specifications for refurbishment linked to projects, to assist the preparation of contractual procedures and to supervise the complete execution and delivery of refurbishment works;
- To conduct market research to identify potential suppliers ;
- To prepare any required administrative documents and to ensure their circulation and archiving;
- To identify and/or conduct activities to ensure sustainability and appropriation by project's beneficiaries;
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To collect and to compile information on similar or complementary projects planned or implemented by other partners, in cooperation with Operations Unit 4 (International Coordination).

4. Essential Qualification and Experience

- Level of secondary education attested by a diploma AND either relevant specialized training OR relevant professional experience of one year counted from the date of award of a secondary education diploma.
- Minimum 3 years of working experience related to project management.

5. Desirable Qualifications and Experience

- Previous work experience in Africa would be an advantage;
- Budget management experience;
- Good knowledge of MS Office (Excel, Word, PowerPoint)
- International experience in multinational and international organisations would be an advantage;
- Adaptability and a high ability to work under pressure.

6. Language 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: Procurement Officer	Employment Regime: Seconded/Contracted	Post Category: Mission Support - Management Level (MSML)
Ref. number: NI 91*, NI 92*, NI 93* (3 positions)	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Mission Support/ Procurement Unit	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Procurement Officer reports to the Chief of Procurement.

2. Main Tasks and Responsibilities

- To conduct procurement processes for the Mission in line with legally established, professional and transparent procurement policies and procedures of EC legislation and regulations.
- To assist and advise the Chief of Procurement on all legal issues related to the procurement cycle (from the strategic planning to contract).
- To provide assistance to the Mission departments related with all contracting and procurement matters and procedures.
- To develop professional relationships and work partnership with European Commission and EEAS (CPCC and the Security Department) in the field of procurement for the Mission.
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To carry out procurement and contracting processes including those concerning the FO Agadez.
- To provide assistance to the FO Agadez in relation to all contracting and procurement matters.

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 and/or military education or training or equivalent rank.
- The qualification should be in any of the fields of Audit, Accounting, Business Administration, Economics, Finance, Law or other relevant subject; AND
- A minimum of 5 years of relevant professional experience.
- At least 3 years of finance, budget or business administration related experience.
- Experience in using legally established professional and transparent procurement policies and procedures in accordance with EU legislation and regulations.

5. Desirable Qualifications and Experience

- Experience in financial management of tendering processes and audits, preferably including EU procedures.

6. Language 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: Logistics Officer	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support -Management Level (MSML)
Ref. number: NI 94*	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Mission Support/ Logistics Unit	Security Clearance Level: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Logistic Officer reports to the Chief of Logistics.

2. Main Tasks and Responsibilities

- To help the Chief of Logistics to carry and accomplish the logistics plan for the Mission.
- To carry out the pertaining activities to the Mission logistics plan, support facility management, transportation and fuel supply and asset and services management in a way that effectively and efficiently contributes to the reaching of the overall objective of the Mission.
- To implement the logistics plans, develops and strategies so as to meet expected organisational performance within approved budget and timeframe.
- To advise and propose operational decisions with the purpose of increasing the efficiency of the Mission logistical services.
- To advise in the development of Standard Operating Procedures.
- To monitor the establishment and maintenance of appropriate systems for measuring and follow up of various aspects of the overall logistics, fleet management and facility management.
- To advise in identifying needs of goods and/or services specifically required for its area of responsibility and to technically define the appropriate requirements of the means required to cover these needs and to participate, as appropriate, in the correspondent processes to procure these goods and services.
- To manage lease contracts of all rented premises, objects, etc. (Field Office and Headquarters) and to administer any other general service related contracts.
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

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 and/or military education or training or equivalent rank.
- The qualification should be in any of the fields of Transport, Logistics, Automotive Engineering, Administration or other relevant subject; AND
- A minimum of 5 years relevant professional experience.
- Extensive knowledge of current technologies for Warehousing and Supply Chain Management.

5. Desirable Qualifications and Experience

- Proficiency in use of standard maintenance related software and data entry processes, knowledge of logistics databases and inventory procedures.
- Certification in an international project management methodology (e.g. ILS "Integrated Logistic Support", PRINCE2).

6. Language 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: CIS Assistant – Systems and Networks	Employment Regime: Seconded/Contracted	Post Category: Mission Support - Assistant Level (MSaL)
Ref. number: NI 95*	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Mission Support/ CIS Unit	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line

The CIS Assistant (Systems and Networks reports to the Chief of CIS.

2. Main Tasks and Responsibilities

- To provide services and technical reporting to the Chief of CIS.
- To perform problem management and incident management analysis and to develop general solutions to enhance the quality and reliability of CIS services.
- To liaise with relevant CIS units on the implementation of approved CIS change management requests through standardized release management procedures.
- To design the deployment, development, testing, and maintenance processes of CIS standard hardware, software, systems, and peripherals.
- To design and deploy departmental training activities including user training programs in support of new technologies and procedures.
- To assist in the design and implementation, management and maintenance of CIS telecommunication systems in all office locations.
- To install and commission all standard communications equipment in the Mission including but not limited to: HF CODAN, UHF Motorola GM and GP systems, HF/UHF vehicular equipment, UHF repeaters, VSAT, BGAN, and portable/mobile satellite communications equipment; and to provide 1st and 2nd level support and fault finding on communication installations and equipment.
- To provide technical support for IT-network and information systems, including microwave and Wi-Fi links, Local Area Network, and Windows-based client applications and server systems.
- To provide support for mission telephony systems including IP telephony, videoconferencing, and GSM equipment.
- To deploy, install, maintain, and support of all data centre equipment, servers, software, and services in the Mission.
- To plan, implement, and maintain data recovery tools, business continuity measures, and disaster recovery measures, ensuring a high availability of mission-critical data centre services throughout the mission.
- To perform any other duties as required by the line management.

3. Mission Specific Tasks and Responsibilities

4. Essential Qualifications and Experience

- Level of secondary education attested by a diploma AND either relevant specialized training OR relevant professional experience of one year counted from the date of award of a secondary education diploma.
- The qualification should be in any of the fields of Information Technology, Computer Science, Communications or other relevant subject; AND
- A minimum of 5 years of relevant professional experience.
- At least 5 years of progressive experience of problem solving skills and analytical ability to analyse complex technical customer problems, and manage the same on a day to day basis.

- Expert technical skills and hands-on experience in troubleshooting server hardware and software issues.
- Practical experience of communications systems, satellite communications and positioning/navigation technologies (e.g. Thuraya, Iridium, GPS), and related antenna systems.
- Practical experience and knowledge of technologies with wired and wireless networks (e.g. LANs, MANs, WANs).

5. Desirable Qualifications and Experience

- Ability to converse in business terms about organisational technology needs and solutions and in technical terms with IT and communications specialists.

6. Language 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: Mission Security Officer	Employment Regime: Seconded/Contracted	Post Category: Mission Support - Management Level (MSML)
Ref. number: NI 96*	Location:	Availability: As soon as possible
Component/Department/Unit: Office of the Head of Mission/ Mission Security Department	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Mission Security Officer (MSO) reports to the Senior Mission Security Officer (SMSO).

2. Main Tasks and Responsibilities

In line with the EU's Policy of EU staff deployed outside the EU in an operational capacity under Title V of the Treaty on European Union:

- To ensure security surveys of Mission member's personal protective security requirements, transport security, residential and office security as appropriate
- To ensure that all security and communications equipment is kept in a state of operational readiness
- To conduct regular security drills, communication tests and evacuation exercises
- To provide briefings and presentations on matters affecting the security and safety of Mission members and to ensure all staff is properly prepared for emergencies
- To liaise as directed and co-operate closely with national law enforcement agencies, International Organisations, NGOs, other EU bodies and diplomatic representatives, in the field of security
- To provide assistance and appropriate response to Mission members and to ensure that all necessary actions are taken, particularly in emergency cases
- To travel to high risk areas and to conduct security duties
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

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 and/or military education or training or equivalent rank.
- The qualification should be in Security management or business administration, political/social or science or international relations with focus on security management or other relevant subject; AND
- A minimum of 5 years of relevant professional experience
- Civilian driving licence class C.

5. Desirable Qualifications and Experience

- Excellent organisational, planning, and time-management skills.
- Excellent knowledge of the Mission area and potential security threats.
- Previous work experience in the region.
- Successful completion of EU Mission Security Officer Certification Course or equivalent.
- Firearms trained.

6. Language 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: Medical Adviser/Physician	Employment Regime: Seconded/Contracted	Post Category: Mission Support - Management Level (MSML)
Ref. Number: AG 14*	Location: Agadez	Availability: As soon as possible
Component/Department/Unit: Field Office Agadez/ Medical Unit	Security Clearance Level: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Medical Adviser reports to the Head of Field Office Agadez and keeps the Medical Adviser/Physician in Niamey informed about medical issues.

2. Main Tasks and Responsibilities

- To lead, direct and manage the work of the Medical Unit.
- To assist and advise the Head of Field Office on all medical/welfare matters.
- To develop, organise and monitor the provision of primary care and first aid to the Field Office.
- To co-ordinate the plans and policies on all medical issues and health matters related to the provision of medical support to the Field Office, including a medical emergency plan.
- To provide the necessary medical inputs for all Field Office staff, especially with regards to operational planning, decision making processes and resulting orders and documents.
- To provide medical guidance to all Field Office staff.
- To liaise with international civilian and non-governmental humanitarian and support agencies in the areas of operation when required.
- To assess the requirements for further treatment in theatre and/or the medical evacuation (by ground and/or by air) if Field Office staff is in need of (advanced) medical treatment due to illness or an emergency in close cooperation with the medical practitioner in attendance.
- To co-ordinate and monitor all elements of the medical evacuation chain in case of disease or injury of Field Office staff in close cooperation with all involved health care providers and the Mission's insurance company.
- To organize the use of available MEDEVAC capabilities (air and /or ground) inside or outside the areas of operation.
- To co-ordinate and perform Medical Briefings and First Aid Training for all incoming Mission members
- To monitor the epidemiological and overall medical situation in the area of operation, promote and implement preventive medical and occupational health measures including hygiene and recommendations for immunisations.
- To gather all information related to medical support for the Field Office staff, including social security and health and repatriation insurance, practical and administrative aspects.
- To assess on regular basis existing in- and out-patient medical treatment facilities (MTF) both of the local health service and others and regularly issue an updated list of available MTF in the areas of operation.
- To ensure that the contents of all Field Office First Aid and Trauma Kits are present and up-to-date.
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

4. Essential Qualifications and Experience

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications

Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested police and/or military education or training or equivalent rank.

- The qualification should be in Medicine from a recognised Medical School or other relevant subject; AND
- To have a current a license to practice medicine from a recognised Medical School
- Extensive knowledge of emergency medicine
- To have a minimum of 6 years of relevant professional experience and at least 3 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
- Experience in assessing medical facilities, including under difficult conditions abroad
- International civilian and/or military experience, particularly in crisis areas with multi-national and international organisations is essential

5. Desirable Qualifications and Experience

- Flight Medical and/or MEDEVAC experience
- Advanced Trauma Life Support (ATLS) trained General Practitioner (GP)
- Successful completion of Major Incident Medical Management and Support (MIMMS) course

6. Language 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: Nurse/Paramedic	Employment Regime: Seconded/Contracted	Post Category: Mission Support - Management Level (MSML)
Ref. Number: AG 16*	Location: Agadez	Availability: As soon as possible
Component/Department/Unit: Field Office Agadez/ Medical Unit	Security Clearance Level: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Nurse/Paramedic reports to the Medical Adviser/Physician Field Office Agadez.

2. General Tasks and Responsibilities

- To provide basic medical care and advice to staff members as appropriate.
- To respond to medical incidents and events as directed by the Medical Adviser/Physician on a 24/7 basis, if necessary by deploying to the field.
- Acts as first responder in providing first aid/trauma treatment during incidents and to liaise with regional health care providers in order to coordinate the provision and assess the quality of primary and specialist care to Field Office staff.
- Coordinate medical evacuations if required, in close coordination with the Medical Adviser/Physician, especially when deployed to remote areas.
- To assist in providing medical support during evacuation and repatriation;
- To advise evacuees on the requirements for evacuation and/or escorts patients if needed.
- Contribute to the production of daily Situation Reports.
- To contribute to lessons identification.
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

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
- A minimum of 5 years of relevant professional experience.
- Certified nurse.
- Pre-Hospital Trauma Life Support trained.
- Hands on experience in the A&E department and Intensive Care.

5. Desirable Qualifications and Experience

- Excellent interpersonal and communications skills and teamwork capabilities.
- Advanced Cardiovascular Life Support (ACLS) certified.
- Knowledge of tropical medicine.
- International experience, particularly in crisis areas with multi-national and international organisations.

6. Language 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)				