

EUROPEAN EXTERNAL ACTION SERVICE



Annex 1

EU Border Assistance Mission for the Rafah Crossing Point (EUBAM Rafah) 3-2016 Call for Contributions			
Organisation:	EUBAM Rafah		
Job Location:	Ramat Gan – Israel		
Employment Regime:	As indicated below		
Job Titles/ Vacancy Notice:	Ref.:	Name of the Post:	Location:
	<u>Seconded (1)</u>		
	OPS4	Integrated Border Management Expert	Ramat Gan
Availability:	ASAP		
Deadline for Applications:	Wednesday 11 January 2017 at 17:00 hours (Brussels time)		
E-mail Address to send the Job Application Form to:	cpcc.eubamrafah@eeas.europa.eu		
Information:	For more information relating to selection and recruitment, please contact the Civilian Planning and Conduct Capability (CPCC): Ms Simona Sora cpcc.eubamrafah@eeas.europa.eu +32 (0)2 584 37 47		

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

Tour of Duty/Contract Period – The duration of the deployment should be of 12 months.

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

A. Essential Requirements

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

Citizenship – Citizenship of an EU Member State.

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

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

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

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

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

Language Skills¹ – Mission Members must be fully fluent in written and spoken English. Report writing skills are especially needed. Knowledge of Arabic or Hebrew will be an asset.

Computer Skills – Skills in word processing, spreadsheet and e-mail are essential. Knowledge of other IT tools will be an asset.

Education – European Qualifications Framework (EQF)².

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. (Category C or equivalent is now required to drive armoured vehicles in Israel, and it is therefore highly desirable).

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

B. Recommendable Requirements

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

Professional skills: The candidate should have a strong knowledge of Integrated Border Management concept and deep experience in the implementation of IBM strategy and Plan (Distinct advantage).

Knowledge of the Middle East – The candidates should have a good knowledge of the history, culture, social and political situation of the region.

Training and Experience – The candidates should have attended a Civilian Crisis Management Course or have participated in a CSDP Mission, preferably on border management (desirable).

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

² <https://ec.europa.eu/ploteus/content/descriptors-page>

C. Essential Documents for Selected Candidates

Passport – The support of the EU Member States is strongly recommended in the issuance of a Diplomatic Passport for Mission Members. This is to facilitate and afford appropriate operational freedoms of movement within the Mission area (including both Israel and oPT).

Visas – The Mission shall facilitate the obtaining of visas for selected personnel with EU citizenship once the Mission Members have been deployed in the country. Therefore a visa prior to the deployment is not required.

Required 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. Access to EUCI will be limited to RESTRICTED until the issuance of their national security clearance.

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

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

D. Additional Information on the Selection Process

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

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

Selection Process – The candidates considered to be most suitable will be 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 EU Member 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 – The EU Member States will be informed about the outcome of the selection process after its completion.

E. 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 Operation Plan (OPLAN).

SECONDED POSITION

Position Name: Integrated Border Management Expert	Employment Regime: Seconded	Availability : As soon as possible
Ref. Number: OPS-4	Location: Ramat Gan	
Component/Department/ Unit: Operations Sections	Level of Security Clearance: EU SECRET	

1. Reporting Line

The Integrated Border Management Expert reports to the Head of Mission.

2. Main Tasks and Responsibilities

- To operationalise the Mission's 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 Operations Section 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 Sections 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 Section in contacts with external interlocutors.
- To ensure compliance with instruction/direction from Mission management and to issue clear instructions to the members of the Section.
- To identify best practice and lessons learned within the field of responsibility.
- To undertake any other related task as requested by the Head of Mission.

3. Mission specific tasks and responsibilities

- To support the development of the Palestinian General Authority for Border and Crossings (GABC) in the field of Integrated Border Management (IBM).
- To be the key interlocutor with the GABC managers in the field of IBM.
- To coordinate and monitor the implementation of the main Palestinian Authority (PA) strategies on border and custom related issues.
- To coordinate with other EU and other international organisations in order to create synergies with current and future projects on border related issues.
- To support the Planning and Evaluation Staff in preparing the MIP and in providing information to monitor and report Mission activities (Weekly, Monthly and Six-Monthly) and non-routine reports (Special Reports and Incident Reports).
- To maintain operational border related networking at an appropriate level, with local and international key stakeholders.
- To design and coordinate the implementation of a comprehensive and tailored made Training Plan on IBM.
- To assist and support the Mission in the implementation of the EUBAM-PA Joint Redeployment Plan in case of reactivation, including the preparation of related training activities.
- To coordinate the organisation of visits to the Gaza Strip.

- To maintain situational awareness and collect information on the political, security and social conditions.
- To compile, assess and collate information, gathered in the course of networking and representation activities, visits to the Gaza Strip and from other relevant internal and external sources, in the form of cohesive and relevant reports for internal and external audiences.

4. Essential Qualifications and Experience

- Successful completion of university studies of at least 3 years attested by a diploma at Bachelor's level – equivalent to level 6 in the European Qualifications Framework and the first cycle under the framework of qualifications of the European Higher Education Area.

OR

- Equivalent and attested police or/and military education or training or an award of an equivalent rank.

AND

- After having fulfilled the educational requirements, a minimum of 10 years of solid professional experience in IBM strategies and border related issues at different levels of responsibility and in different areas of expertise including border management.

Specification of Education and Experience

- The above mentioned university degree must be in at least one of the following fields of expertise: Police Sciences, Economics, International Relations, Law, Social Sciences, Business/Public Administration, Law Enforcement or other relevant field.
- Solid knowledge of IBM concept and deep experience in the implementation of IBM strategy and related Action Plan/s at appropriate levels of responsibility.
- Strong managerial skills in drafting plans and coordinating their implementation and related operational activities.
- Experience in implementation of IBM training, including a proven ability to sort, synthesise and condense information.
- Ability to engage with senior officials level decision makers.
- Ability in drafting reads-out, notes, reports, correspondence and presentations.
- Ability to establish priorities and to plan, coordinate work.

5. Desirable Qualifications and Experience

- Experience in mentoring and coaching.
- Management experience in an EU/international organisations.