

EUROPEAN EXTERNAL ACTION SERVICE



Annex 1

European Union CSDP Mission in Niger (EUCAP Sahel Niger) 1-2017 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>Seconded (11)</u>			
	NI 15	Senior Military Adviser	Niamey	ASAP
	NI 17	Nigerien Security Strategy Adviser	Niamey	ASAP
	NI 18	Planning Adviser	Niamey	ASAP
	NI 21	Operations Room Adviser	Niamey	ASAP
	NI 36	Human Resources Training Adviser	Niamey	01 Mar 2017
	NI 37	Human Resources Management Adviser – Gendarmerie	Niamey	ASAP
	NI 38	Human Resources Management Adviser – National Guard	Niamey	ASAP
	NI 41	Logistics Adviser	Niamey	ASAP
	NI 55	Coordinator for Decentralised Actions	Niamey	ASAP
	NI 59	Operations Assessment Adviser - Training	Niamey	ASAP
	AG 04	FO MAC Analyst	Agadez	ASAP
	<u>Seconded/Contracted (12)</u>			
	NI 04	Press and Public Information Officer	Niamey	16 Apr 2017
	NI 31	Forensics Adviser	Niamey	ASAP
	NI 57	Civil Engineer	Niamey	ASAP
	NI 66	Human Resources Officer	Niamey	ASAP
	NI 84	Nurse*	Niamey	ASAP
	NI 93	Armed Protection Operator**	Niamey	ASAP
NI 98	Armed Protection Instructor/Armourer**	Niamey	ASAP	

	AG 03	FO Legal Adviser	Agadez	16 Jul 2017
	AG 07	FO Criminal Intelligence Training Adviser	Niamey	13 Jul 2017
	AG 12	FO Logistics Officer	Agadez	ASAP
	AG 19	Armed Protection Team Leader**	Agadez	ASAP
	AG 20	Armed Protection Operator**	Agadez	ASAP
Deadline for application:	Wednesday 22 March 2017 at 17:00 (Brussels time)			
E-Mail Address to send the 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 subject to the non-acceptance of a job offer.

** The availability of this position is subject to the approval of the budget reallocation.

Seconded Personnel – For seconded positions, only personnel nominations received through official channels from EU Member States/Contributing or Invited 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 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.

Language Skills¹ – Spoken and written skills in the working languages of the Mission. Selected positions may require higher language skills further specified in the individual job descriptions. In order to provide for national representation in Mission, certain (ordinarily internal) positions in Mission may accept proficiency in a language other than the majority 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 requested 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.

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

Education – A recognised academic qualification under the European Qualifications Framework (EQF)² 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 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 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.

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

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

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 EU 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. 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

Gender Balance - The EU strives for improved gender balance in CSDP operations in compliance with UNSCR 1325. The CPCC encourages the Contributing States and the 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 Name: Senior Military Adviser	Employment Regime: Secoded	
Ref. Number: NI 15	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Department of Operations/ Interoperability Unit	Security Clearance Level: EU RESTRICTED	Open to Contributing Third States: No

1. Reporting Line:

The Senior Military Adviser reports to the Head of Interoperability 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 tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities:

- Through the Head of Interoperability Unit, to provide specific military analysis and advice on developments in Niger and in the Sahel region.
- To contribute to the military aspects of the Press and Public Information activities.
- To liaise with all relevant military actors, including the Chief of Defence, military authorities and Defence Attachés.
- To facilitate cooperation between the strategic, operational and tactical levels in Security forces.
- To contribute planning and monitoring the improvement of coordination between the Nigerien Security forces and the armed forces.
- 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 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; AND
- A minimum of 6 years of relevant professional experience, after having fulfilled the education requirements, out of which at least 3 at a management level.

5. Essential Knowledge, Skills and Abilities:

- Ability to mentor and motivate local counterparts.
- Extensive knowledge of Security forces strategy and the set-up of coordination and cooperation mechanisms.

- French language skills: minimum level B1 or B2 (Independent User).
- English language skills: minimum level B1 or B2 (Independent User).

6. Desirable Qualifications and Experience:

- Experience of designing and delivering training.
- Experience in project management.

7. Desirable Knowledge, Skills and Abilities:

- French language skills (level C1 or C2 – Proficient User).

Position Name: Nigerien Security Strategy Adviser	Employment Regime: Seconded	
Ref. Number: NI 17	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Department of Operations/ Interoperability Unit	Security Clearance Level: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Nigerien Security Strategy Adviser reports to the Head of Interoperability 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 tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities:

- Overall contribution to strengthen the implementation of the security dimension of the Nigerien Security Development at national level complementary to other actors.
- Establishes working relations with the appropriate Nigerien counterparts.
- To contribute and to improve cooperation between the strategic, operational and tactical levels of Nigerien security actors.
- To support the development interoperability of the Nigerien security forces.
- To support local authorities in identifying and assessing training needs and proposes strategic orientations.
- To contribute, to plan, to organise and to deliver all training activities, including simulation exercises in the field.
- To assist preparing table top exercises to check and validate the operating procedures used by the National Security Council, including the cooperation amongst the different internal Security forces.
- To support the development of interoperability of the Nigerien Security forces and particularly the implementation of regional joint command posts.
- To facilitate the cooperation between the strategic, operational and tactical levels in Security forces.
- To contribute planning and monitoring of the improvement of coordination between Nigerien Security actors.
- In coordination with the Human Rights and Gender Adviser, to ensure 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 Degree OR equivalent and attested police or/and military education or training or an award of an equivalent rank; AND

- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Ability to mentor and motivate local counterparts.
- Experience in criminal investigation on terrorism and organised crime matters.
- French language skills: minimum level B1 or B2 (Independent User).
- English language skills: minimum level B1 or B2 (Independent User).

6. Desirable Qualifications and Experience:

- Experience of designing and delivering training.
- Experience in project management.
- Experience with or within international organisations and/or multinational operations.

7. Desirable Knowledge, Skills and Abilities: N/A

Position Name: Planning Adviser	Employment Regime: Seconded	
Ref. Number: NI 18	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Department of Operations/ Interoperability Unit	Security Clearance Level: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Planning Adviser reports to the Head of Interoperability 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 tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities:

- To contribute strengthening the implementation of the security dimension of the Nigerien 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 improving the cooperation between the strategic, operational and tactical levels of Nigerien security actors.
- To provide advice on the possible improvements of the skills and performance of Nigerien 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 preparing table top exercises to check and validate the operating procedures used by the National Security Council 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 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; AND

- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Ability to mentor and motivate local counterparts.
- French language skills: minimum level B1 or B2 (Independent User).
- English language skills: minimum level B1 or B2 (Independent User).

6. Desirable Qualifications and Experience:

- Experience of designing and delivering training.
- Experience in project management.

7. Desirable Knowledge, Skills and Abilities: N/A

Position Name: Operation Room Adviser	Employment Regime: Seconded	
Ref. Number: NI 21	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Department of Operations/ Interoperability Unit	Security Clearance Level: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Operation Room Adviser reports to Head of Interoperability 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 National Security Council including the cooperation amongst the different internal security forces.
- To assist identifying 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.
- To contribute to the development of the standard operating procedures of the National Security Council.
- 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 National Security Council.
- 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 an award of an equivalent rank; AND
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

- Previous experience in the management of a Police Operation Room.

5. Essential Knowledge, Skills and Abilities:

- French language skills: minimum level B1 or B2 (Independent User).
- English language skills: minimum level B1 or B2 (Independent User).

6. Desirable Qualifications and Experience:

- Experience of designing and delivering training.
- Experience in project management.
- 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.

7. Desirable Knowledge, Skills and Abilities:

- Highly resilient under mental pressure.

Position Name: Human Resources Training Adviser	Employment Regime: Seconded	
Ref. Number: NI 36	Location: Niamey	Availability: 01 Mar 2017
Component/Department/Unit: Department of Operations/ Sustainability Policies Unit	Security Clearance Level: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Human Resources Training 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 tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities:

- To support the development of Nigerien security forces' sustainability.
- To support the capacity development in human resources policies and management.
- To support local authorities in identifying and assessing training needs and proposes strategic orientations.
- To advise on how to ensure an effective and transparent human resources policy, including recruitment and management systems.
- To contribute planning, organising and delivering all training activities related to human resources, including on evaluation issues.
- To contribute developing training curricula on human resources, including for train the trainers.
- In coordination with the Human Rights and Gender Adviser, to ensure that human rights and gender aspects are mainstreamed in the operational activities.
- 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 an award of an equivalent rank; AND
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.
- Experience in the Human Resources training advisory in law enforcement agencies.

5. Essential Knowledge, Skills and Abilities:

- Ability to mentor and motivate local counterparts.
- French language skills: minimum level B1 or B2 (Independent User).

- English language skills: minimum level B1 or B2 (Independent User).

6. Desirable Qualifications and Experience:

- Experience of designing and delivering training.
- Experience in project management.
- Experience with law enforcement agencies.
- Experience as a manager in organisational aspects of a police force.
- Experience in planning and implementation of HR policies, particularly in connection with the security forces.

7. Desirable Knowledge, Skills and Abilities: N/A

Position Name: Human Resources Management Adviser – Gendarmerie	Employment Regime: Seconded	
Ref. Number: NI 37	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Department of Operations/ Sustainability Policies Unit	Security Clearance Level: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

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 tasks 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 the performed tasks and duties.
- To contribute identifying lessons learned and best practices in the respective field of competence.
- To contribute developing training curricula on human resources, including for train the trainers.
- In coordination with the Human Rights and Gender Adviser, to ensure that human rights and gender aspects are mainstreamed in the operational activities.
- 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 an award of an equivalent rank; AND

- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.
- Experience in a Human Resources advisory role.

5. Essential Knowledge, Skills and Abilities:

- Ability to mentor and motivate local counterparts.
- French language skills: minimum level B1 or B2 (Independent User).
- English language skills: minimum level B1 or B2 (Independent User).

6. 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 and implementation of HR policies, particularly in connection with the security forces.
- International experience, particularly in crisis or post-conflict areas, preferably with multinational and/or international organisations.

7. Desirable Knowledge, Skills and Abilities: N/A

Position Name: Human Resources Management Adviser – National Guard	Employment Regime: Seconded	
Ref. Number: NI 38	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Department of Operations/ Sustainability Policies Unit	Security Clearance Level: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

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 tasks 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 identifying lessons learned and best practices in the respective field of competence.
- To contribute developing training curricula on human resources, including for training the trainers.
- In coordination with the Human Rights and Gender Adviser, to ensure that human rights and gender aspects are mainstreamed in the operational activities.
- 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 an award of an equivalent rank; AND

- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.
- Experience in a Human Resources advisory role.

5. Essential Knowledge, Skills and Abilities:

- Ability to mentor and motivate local counterparts.
- French language skills: minimum level B1 or B2 (Independent User).
- English language skills: minimum level B1 or B2 (Independent User).

6. Desirable Qualifications and Experience:

- Experience of designing and delivering training.
- Experience in project management.
- Experience with law enforcement agencies.
- Experience as a manager in organisational aspects of a police force.
- Experience in planning and implementation of HR policies, particularly in connection with the security forces.

7. Desirable Knowledge, Skills and Abilities: N/A

Position Name: Logistics Adviser	Employment Regime: Seconded	
Ref. Number: NI 41	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Department of Operations/ Sustainability Policies Unit	Security Clearance Level: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

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 tasks 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 an award of an equivalent rank; AND
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Knowledge of logistics databases and inventory procedures.
- Ability to mentor and motivate local counterparts.
- French language skills: minimum level B1 or B2 (Independent User).
- English language skills: minimum level B1 or B2 (Independent User).

6. 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.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge and understanding of budget processes.
- International experience, particularly in crisis or post-conflict areas, preferably with multinational and/or international organisations.

Position Name: Coordinator for Decentralised Actions	Employment Regime: Seconded	
Ref. Number: NI 55	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Department of Operations/ Coordination for Decentralised Action Unit	Security Clearance Level: EU RESTRICTED	Open to Contributing Third States: No

1. Reporting Line:

The Coordinator for Decentralised Actions reports to the Head of Operations.

2. Main Tasks and Responsibilities:

- To contribute to ensuring the coherent planning and implementation of the cooperation and coordination activities of the Mission, in line with the Mission Implementation Plan (MIP).
- To provide support to ensure that the Mission's activities are closely coordinated with all EU and international actors with a view to ensuring mutual awareness, avoiding duplication and achieving a comprehensive approach and coordination in the field of Security Sector Reform.
- To facilitate the interaction between the Mission on one hand and bi-lateral and multilateral actors and national civil society on the other.
- To contribute to the mapping and assessment of ongoing bilateral and multilateral co-operation activities in the field of Security Sector Reform.
- To support the Mission's contribution to the EU regional approach.
- To report internally against benchmarking on a regular basis and contributes to the progressive updating of the MIP, as well as prepares special reports as requested.
- To Contribute to Mission's external reporting.
- To develop guidelines to ensure coherence and coordination of Mission's contacts with international actors.
- To contribute to the development and periodic review of relevant mission Standard Operating Procedures (SOPs).
- To contribute to the induction of Mission's personnel as required.
- To identify lessons and best practices in his/her respective field of competence.
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities:

- To support, develop and coordinate the Mission's operational activities in Niger's regions, particularly in the North of the country.
- To coordinate the Mission's operational experts/units and liaises with relevant HQ Staff/departments with regards to the Mission's operational activities in the Nigerien regions, particularly in the North.
- To establish and maintain cooperative and effective working relationships with relevant local and international partners for the related activities, in coordination with relevant Mission experts (namely the Interoperability Unit).
- To assess the needs for and possible improvements of Mission activities in Niger's regions.
- To ensure consistency and complementarity of the different operational activities of the Mission in the Nigerien regions, particularly in the North.
- To plan and coordinate the training and advising activities of the Mission in the Nigerien regions, particularly in the North of the country, in line with the overall Mission sustainability strategy.
- In coordination with the Human Rights and Gender Adviser to ensure 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; AND

- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Ability to mentor and motivate local counterparts.
- French language skills: minimum level B1 or B2 (Independent User).
- English language skills: minimum level B1 or B2 (Independent User).

6. Desirable Qualifications and Experience:

- Experience of designing and delivering training, including for train the trainers.
- Experience in project management, particularly in connection with the Security Sector Reform.
- Highly resilient under mental pressure.
- Experience of operations/missions and/or cooperation in Africa.
- International experience, particularly in crisis or post-conflict areas, preferably with multinational and/or international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge and understanding of budget processes.

Position Name: Operations Assessment Adviser - Training	Employment Regime: Seconded	
Ref. Number: NI 59	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Department of Operations/ Assessment Unit	Security Clearance Level: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

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 tasks 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 an award of an equivalent rank; AND
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Experience as training manager.
- Ability to mentor and motivate local counterparts.

- French language skills: minimum level B1 or B2 (Independent User).
- English language skills: minimum level B1 or B2 (Independent User).

6. Desirable Qualifications and Experience:

- Experience in national Security forces or in a military operation or civilian Mission.
- Experience of operations/mission and/or cooperation in Africa.
- Experience of designing and delivering training.
- Experience in project management.

7. Desirable Knowledge, Skills and Abilities: N/A

Position Name: FO MAC Analyst	Employment Regime: Seconded	
Ref. Number: AG 04	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:

- To analyse changes on the ground, including trends and events, in order to identify political, security and socioeconomic developments affecting opportunities and challenges to mandate implementation;
- To monitor the production of academic publications bearing relevance to mandate implementation and analyse and communicate its key findings through desk research carried out on a monthly basis;
- To ensure liaison arrangements with similar capabilities of other organisations and entities operating in theatre, as deemed appropriate by the Head of Field Office (HoFO);
- To contribute to Mission reports, ensuring the inclusion of relevant assessments;
- To disseminate MAC products internally and/or externally as directed by the HoM or his/her delegate, and ensures the security of the information handled by the MAC.
- To contribute 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.
- To contribute to developing and maintaining MAC working methodology and relevant Standard Operating Procedures (SOPs);
- To support the efficiency of information within the Mission;
- To act upon the HoM's information and analysis requirements;
- To identify and report on lessons learned and best practices within the respective field of responsibility;
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities:

- To support structuring of Mission information flows with regard to the Mission's analytical needs, in collaboration with the Analysis Department.
- To operationalise Head of Mission (HoM) and Head of Field Office (HoFO) information and analysis requirements (identification, prioritization, planning, tasking).
- To use 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.
- To provide analytical support to public surveys authorised by the HoM or HoFO.
- To contribute identifying and mapping 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.
- To ensure liaison arrangements with similar capabilities of other organisations and entities operating in theatre, as deemed appropriate by HoM and/or HoFO.
- To contribute 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.
- To provide 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.
- To contribute to Mission reports, ensuring the inclusion of relevant assessments of Agadez area.

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; AND
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements, out of which a minimum of 1 year of experience in the use of analytical IT packages and processes.

5. Essential Knowledge, Skills and Abilities:

- Skills and experience in the handling, processing and analysis of information from various sources.
- Ability to report efficiently both orally and in writing, while taking into account possible new guidance as situations evolves.
- Ability to work on his/her own initiative in a methodical manner.
- French language skills: minimum level B1 or B2 (Independent User).
- English language skills: minimum level B1 or B2 (Independent User).

6. Desirable Qualifications and Experience:

- Experience of designing and delivering training.
- Experience in project management.
- Experience in African countries, particularly in Sahel region.

7. Desirable Knowledge, Skills and Abilities: N/A

SECONDED/CONTRACTED POSITIONS

Position Name: Press and Public Information Officer	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support - Management Level (MSML)
Ref. Number: NI 04	Location: Niamey	Availability: 16 Apr 2017
Component/Department/Unit: Head of Mission Office	Security Clearance Level: EU RESTRICTED	Open to Contributing Third States: No

1. Reporting Line:

The Press and Public Information Officer (PPIO) reports to the Head of Mission (HoM) under the coordination of the Deputy Head of Mission/Chief of Staff (DHoM/CoS).

2. Main Tasks and Responsibilities:

- To assist in the implementation of the Mission Strategic Communications Plan.
- To organise contract/tender/designs for Mission visibility items.
- To organise and conduct press conferences, briefings and other media and public outreach events.
- To coordinate arrangements for visiting journalists.
- To populate the Mission's website and, if relevant, social media platforms, with content.
- To draft press releases, public statements, articles and features.
- To write and design public information material and factsheets.
- To act as spokesperson for the Mission.
- To identify and report on lessons learned and best practices within the respective field of responsibility.
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities:

- To provide guidance on press and public information issues to the Mission.
- To provide strategic and operational guidance and media advice on all internal and external communication matters directly to the HoM and DHoM/CoS as well as other key staff as necessary.
- To manage the media aspects of the changing nature of the Mission, providing relevant advice and guidance as necessary.
- To create and promote positive communication and information campaigns aiming to support and explain the Mission to local, regional and international audiences.
- To be responsible for the production of the daily media monitoring and its dissemination internally through the Mission.
- To co-ordinate and supervise internal communications throughout the Mission.
- To ensure good communication with the European Union Special Representative's office as well as with the press offices of the EU Delegation, Member States and other international stakeholders in the host country.
- To ensure good co-operation with the press offices of the European Union Special Representative as well as those of the EU Delegation, Member States and other international stakeholders in the host country.
- To analyse the public impact of the Mission's activities and the effectiveness of the Mission's public outreach work.
- 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. The qualification should be in any of the fields of Communication Sciences, Political Science, International Relations or Business Administration; OR

equivalent and attested police or/and military education or training or an award of an equivalent rank;
AND

- A minimum of 4 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Writing and drafting skills.
- Proficiency with social media platforms, website management and design software.
- French language skills: level C1 or C2 (Proficient User).
- English language skills: minimum level B1 or B2 (Independent User).

6. Desirable Qualifications and Experience:

- A minimum of 1 year of experience in the field of institutional communication.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge about the local press and media environment.
- Presentation skills.

Position Name: Forensics Adviser	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support - Management Level (MSML)
Ref. Number: NI 31	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Department of Operations/ Technical Competencies Unit	Security Clearance Level: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Forensics Adviser reports to the Head of Technical Competencies Unit.

2. Main Tasks and Responsibilities:

- To operationalize 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 tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities:

- To overall contribute and strengthen the rule of law through the development of the Nigerien criminal investigation capacities.
- To identify and assess needs of the Nigerien security forces in charge of the forensics aspects of the criminal investigation.
- To develop and promote the implementation of a train the trainer programme to support the development of forensics capacities.
- In coordination with the Human Rights and Gender Adviser, to ensure that human rights and gender aspects are mainstreamed in the operational activities.
- To advise local authorities on how to ensure evidence can be used as proves in the criminal procedure.
- To contribute to the further development and implementation of finger prints processing.
- To contribute to the development of biometrics and identification capacities.
- To contribute to the development of evidence management skills.
- To advise local authorities on how to ensure compliance with established policies and procedures, including existing applicable laws in Niger and internationally accepted human rights standards, in the forensics examination.
- 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 an award of an equivalent rank; AND

- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Ability to mentor and motivate local counterparts.
- French language skills: minimum level B1 or B2 (Independent User).
- English language skills: minimum level B1 or B2 (Independent User).

6. Desirable Qualifications and Experience: N/A

7. Desirable Knowledge, Skills and Abilities:

- Training skills.
- Ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- Highly resilient under mental pressure.

Position Name: Civil Engineer	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support - Management Level (MSML)
Ref. Number: NI 57	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Department of 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.

2. Main Tasks and Responsibilities:

- To assist in project planning and development and co-ordinate the implementation of the Mission's projects.
- To assess project proposals and make recommendations on the feasibility and sustainability of projects.
- To advise project leaders (within the Mission's operational components) in preparing project documents, such as project proposals, project budgets, notes of understanding, project agreements, etc.
- To ensure that project proposals are in line with the Mission's programmes and are properly coordinated within the Mission and with external stakeholders.
- To act as the interface between project leaders and various elements of Mission Support.
- To maintain a record of the Mission's project history and ongoing activities.
- To conduct, upon project completion, post-project reporting and evaluation.
- To develop best practices on project management, make training recommendations and record lessons learnt.
- To receive, review, analyse, assign, process and track certified requisitions submitted for procurement action.
- To liaise with the Mission's international partners in close coordination with the Mission's Coordination and Cooperation capability.
- To undertake any other related tasks as requested by the Line Manager.

3. Mission Specific Tasks and Responsibilities:

- To take part in the 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 the best EU practices and standards.
- To conduct market research to identify potential local or international companies or suppliers.
- To analyse and prepare all required administrative documents and to ensure their circulation and archiving.
- To organise and supervise work sites in the field (planning, coordination between providers and beneficiaries, compliance with specifications, planned expenditures and safety procedures).
- To assist in the technical evaluation of bids and the compilation of negotiation reports.
- To assist and train the beneficiaries in using and maintaining the equipment that they received from 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 should be in any of the fields of Engineering; AND
- A minimum of 4 years relevant professional experience, particularly in premises design/maintenance, after having fulfilled the education requirements.
- Experience in implementing/supervising tasks such as building sites, electrical installations or other related field.

5. Essential Knowledge, Skills and Abilities:

- Effectiveness in developing logistic plans, policies, procedures and new programs;
- Ability to provide technical and procedural advice in a broad range of engineering areas;
- Ability to develop, maintain and supervise accountability systems for materials and services;
- Ability to deploy to remote locations on short notice for limited duration;
- Ability to manage and mentor a multicultural and multifunctional technical team demonstrating leadership.
- French language skills: minimum level B1 or B2 (Independent User).
- English language skills: minimum level B1 or B2 (Independent User).

6. Desirable Qualifications and Experience:

- Work experience in Africa.
- International experience in multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of AutoCAD software.
- Ability to design and operate common database software, spreadsheet and project management applications.
- Ability to define and extract management information for engineering support.
- Adaptability to challenging working and climatic conditions and a high ability to work under pressure.

Position Name: Human Resources Officer	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support - Management Level (MSML)
Ref. Number: NI 66	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Department of 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 the 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:

- 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 police or military equivalent education or training or equivalent rank; AND
- A minimum of 4 years of relevant professional experience, in the field of human resources, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- People management skills and capacity to deal with different levels of stakeholders.
- Problem solving skills.
- French language skills: minimum level B1 or B2 (Independent User).
- English language skills: minimum level B1 or B2 (Independent User).

6. Desirable Qualifications and Experience:

- Qualifications in any of the fields of Social Sciences (e.g. Sociology, Psychology, Human Resources Management, International Relations, Economics, Public administration, etc.) or Business Administration.
- Training in Human Resources Management (ex. CIPD, SHRM, etc.).
- Training and experience in MS Excel, Access and Visio and building databases with similar software.

7. Desirable Knowledge, Skills and Abilities: N/A

Position Name: Nurse*	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support - Management Level (MSML)
Ref. Number: NI 84	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Department of Mission Support/ Medical Unit	Security Clearance Level: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Nurse reports to the Medical Advisor.

2. Main 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 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 EU staff members.
- Coordinate medical evacuations if required, in close coordination with the Medical Adviser, especially when deployed to remote areas.
- To assist in providing medical support during evacuation and repatriation; advise evacuees on the requirements for evacuation and/or escorts patients if needed.
- Contribute to the production of daily Situation Reports.
- Contributes to lessons identification.
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities:

- To coordinate medical evacuations if required, in close coordination with the MA, 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.
- To contribute to the production of daily SITREPs' when in theatre.

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 police or military equivalent education or training or equivalent rank; AND
- A minimum of 4 years of relevant professional experience, including Hands on experience in the A&E department and Intensive Care, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Certified nurse.
- Pre-Hospital Trauma Life Support trained.
- French language skills: minimum level B1 or B2 (Independent User).
- English language skills: minimum level B1 or B2 (Independent User).

6. Desirable Qualifications and Experience:

- Hands on experience in the A&E department and Intensive Care essentials.
- Training in ACLS and PHTLS.
- Training in psycho-social incident and stress support.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of tropical medicine and epidemiology, trained.

- Organizational, planning, and time-management skills.
- Ability to work in a demanding, pre-hospital, deadline-driven environment and to establish and maintain effective working relationships with people of different national and cultural backgrounds.
- Highly resilient under mental pressure.

Position Name: Armed Protection Operator	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support – Assistant Level (MSAL)
Ref. Number: NI 93	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Mission Security/ Armed Protection Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: No

1. Reporting Line:

The Armed Protection Operator reports to the Senior Mission Security Officer (SMSO).

2. Main Tasks and Responsibilities:

- To be responsible for operational Armed Protection (A/P) operations.
- To contribute to the armed protection security set up of the EUCAP Sahel Niger staff.
- To provide personal security advice to members of the organization.
- To assist in identifying staff's personal security training needs and to assist in developing and delivering necessary training, under the supervision of the chief of APT.
- To carry out daily administration and operational planning for daily A/P activities.
- To provide comprehensive procedural documents with respect to A/P activities.
- To maintain a high operational effectiveness and equipment husbandry of all associated equipment under their control.
- To develop professional contacts with the local police, military and security managers of other international organizations.
- To liaise with civilian and military organizations for an assessment of current and possible future threats.
- To aid in the development of Mission A/P policies and procedures ensuring they are followed and updated or amended when necessary.
- To carry out threat assessments to ensure appropriate security measures are put in place, in a timely and effective manner.
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities:

- Authorised to carry and issued a personal weapon, used for purposes of self-defence.

4. Essential Qualifications and Experience:

- Successful completion of the secondary education attested by a diploma, complemented by Police or Military training; AND
- A minimum of 5 years of relevant professional experience, in the military, police or security field, after having fulfilled the education requirements

5. Essential Knowledge, Skills and Abilities:

- Trained in basic life support (medical training).
- Advanced driving training (defensive driving).
- Ability to operate a variety of communication systems.
- French language skills: minimum level B1 or B2 (Independent User).
- English language skills: minimum level B1 or B2 (Independent User).

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multi-national and international organisations.
- Trained and certified in close protection techniques (theory and practice).
- Validated license for armoured car or civilian driving license of category C.

7. Desirable Knowledge, Skills and Abilities:

- Understanding of the political, cultural and security situation of the Mission area.
- Ability to perform under stress and in difficult circumstances (hostile situation experience).

- Discreet, diplomatic and flexible.

Position Name: Armed Protection Instructor/Armourer**	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support – Assistant Level (MSAL)
Ref. Number: NI 98	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: Mission Security/ Armed Protection Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: No

1. Reporting Line:

The Armed Protection Instructor/Armourer reports to the Senior Mission Security Officer (SMSO).

2. Main Tasks and Responsibilities:

- To support, assist and advise the SMSO on all training and evaluation issues pertinent to firearms regarding Armed Protection Team.
- To assist in the conceptual development of internal standards and guidelines for firearms training.
- To plan, organise and deliver firearms training.
- To produce training materials.
- To evaluate and prepare summaries and analytical reports on weapons/firearms training activities document and ensure proper record of shooting training and tests, including use of ammunition.
- To conduct regular assessment of weapons handling and shooting skills of armed Mission staff, as well as perform their certification and recertification where applicable.
- To ensure firing sites/ranges are maintained in the required conditions, taking into consideration the security and safety standards relevant to shooting training.
- To coordinate the use of available shooting ranges.
- To facilitate the smooth and accountable operations of the Mission designated armouries, to assist in identifying Mission armoury needs and provide technical support in his/her area of responsibility to staff members.
- To conduct technical assessment of Mission owned weapons and firearms and to ensure a high operational effectiveness and equipment husbandry of all such associated equipment under his/her control.
- To maintain relevant Health & Safety principles in relation to the areas of his/her responsibility.
- To facilitate training needs analysis and reviews upon direction, in relation to the Missions use of force policy, and firearms training in compliance with the Mission OPLAN and SOPs.
- To coordinate import and export procedures of all firearms and ammunition into/from the Mission area.
- 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 undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities:

- Authorised to carry and issued a personal weapon, used for purposes of self-defence.

4. Essential Qualifications and Experience:

- Successful completion of the secondary education attested by a diploma, complemented by Police or Military training; AND
- A minimum of 5 years of relevant professional experience, in the military, police or security field, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Training in teaching and maintenance of the Mission owned firearms, such as HK G36 rifles and Glock pistols.
- Pistol & Rifle Instructor certification/accreditation from a recognized institution.
- Knowledge of applicable international standards/best practices and human rights regulations relevant to the use of firearms and use of force.
- Technical knowledge of side arms and long barrelled weapons.

- French language skills: minimum level B1 or B2 (Independent User).
- English language skills: minimum level B1 or B2 (Independent User).

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multi-national and/or international organisation.
- Experience delivering training to an international audience.
- A minimum of 10 years of relevant professional experience in firearms training.
- Training in teaching and maintenance of the Mission owned weapons systems, such as HK G36 rifles and Glock pistols.
- Validated license for armoured vehicle or civilian driving licence class C.

7. Desirable Knowledge, Skills and Abilities:

- Understanding of the political, cultural and security situation of the Mission area.
- Knowledge and skills in the area of delivering firearms training, including a high standard of physical fitness.
- Discreet, diplomatic and flexible.
- Ability to perform under stress and in difficult circumstances.

Position Name: FO Legal Adviser	Employment Regime: Seconded/ Contracted	Post category for Contracted: Mission Support - Management Level (MSML)
Ref. Number: AG 03	Location: Agadez	Availability: 16 Jul 2017
Component/Department/Unit: Department of Operations/ Field Office Agadez	Security Clearance Level: EU RESTRICTED	Open to Contributing Third States: No

1. Reporting Line:

The FO Legal Adviser reports to the Head of Field Office Agadez.

2. Main Tasks and Responsibilities:

- To map and assess the needs of the Ministry of Justice (MoJ) in the area of Agadez.
- To establish working relationships with the different partners inside the MoJ.
- To facilitate the improvement of coordination between Nigerien Security Actors and MoJ.
- To update the EU knowledge and understanding of Nigerien MoJ and bilateral cooperation activities.
- To provide the Nigerien MoJ with information on the Mission and with key messages from the Head of Mission (HoM).
- To contribute to the evaluation of the Mission and the Strategic Communication plan, in particular on the coordination between Security actors and MoJ; with a particular stress on the human beings trafficking.
- To facilitate the improvement of coordination between MoJ and the Ministry of Interior (MoI), as well as the Ministry of Defence (MoD).
- To advise the MoJ authorities on possible improvements.
- To assess the Mission's impact inside the MoJ.
- To establish strong links with representatives of the judiciary.
- To contribute to enhance mutual transparency and confidence between the Mission and the Nigerien justice authorities.
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities: N/A

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. The qualification should be in Law; AND
- A minimum of 5 years of relevant professional experience, as a practising lawyer, after having fulfilled the education requirements;
- Experience in and sound practical understanding of the legal reform processes in fragile environments, including the development of legal policy and legislation.

5. Essential Knowledge, Skills and Abilities:

- Critical thinking and active listening.
- Comprehensive reading.
- Complex problem solving skills.
- Time management skills.
- French language skills: minimum level C1 or C2 (Proficient User).
- English language skills: level B1 or B2 (Independent User).

6. Desirable Qualifications and Experience:

- Experience in the field of legislative/normative/regulatory reforms in a post-conflict situation.
- Admission to the Bar in home or residential jurisdiction;
- Extensive experience as a practising lawyer.

7. Desirable Knowledge, Skills and Abilities: N/A

Position Name: FO Criminal Intelligence Training Expert	Employment Regime: Seconded/ Contracted	Post category for Contracted: Mission Support - Management Level (MSML)
Ref. Number: AG 07	Location: Agadez	Availability: 13 Jul 2017
Component/Department/Unit: Department of Operations/ Field Office Agadez	Security Clearance Level: EU RESTRICTED	Open to Contributing Third States: No

1. Reporting Line:

The FO Criminal Intelligence Training Expert reports to the Head of Field Office Agadez.

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 to develop working relationships with the Nigerien partners in charge of the intelligence aspects within the security forces.
- To conduct, upon request, review of the Interior Security Forces structure regarding intelligence.
- To assess the needs of the security forces in charge of criminal intelligence.
- To elaborate a training plan addressing operational criminal intelligence and the fight against terrorism and organised crime and human trafficking in the Agadez Region.
- To elaborate in partnership with the Nigerien authorities a national intelligence plan.
- To develop curricula in order to implement cooperation programs in his/her domain of competency (criminal intelligence).
- To design and to implement specialised training in analysis and sharing intelligence process.
- To coordinate and oversee criminal intelligence training.
- To implement evaluation of the training on criminal intelligence.
- To deliver expertise (Monitoring, Mentoring and Advise) in terms of criminal intelligence.
- To develop reports, talking points and briefings on border monitoring activities.
- To report to Head of Field Office on the consistency, complementarity 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 an award of an equivalent rank; AND
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements;

5. Essential Knowledge, Skills and Abilities:

- Ability to mentor and motivate local counterparts.
- Mediation skills.
- French language skills: level C1 or C2 (Proficient User).
- English language skills: minimum level B1 or B2 (Independent User).

6. Desirable Qualifications and Experience:

- Experience of designing and delivering training.
- Experience in project management.

7. Desirable Knowledge, Skills and Abilities: N/A

Position Name: FO Logistics Officer	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support - Management Level (MSML)
Ref. Number: AG 12	Location: Agadez	Availability: As soon as possible
Component/Department/Unit: Department of Mission Support/ Field Office Agadez	Security Clearance Level: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Logistics Officer reports to the Head of Field Office Agadez.

2. Main Tasks and Responsibilities:

- To apply general logistics policies, draft technical reports and implement operating instructions, guidelines and procedures regarding provision of assets and supplies in the Field Office.
- To keep the Chief of Logistics in Mission HQ in Niamey informed about logistical matters.
- To provide logistical support to all personnel in the Regional Office in regards to required assets to fulfil their tasks, such as computers, vehicles, furniture, telecommunications, stationary, etc..
- To coordinate and manage the distribution and reallocation of all logistical resources provided for the Region, ensuring systems in place for replacement and repair.
- To coordinate the provision of material and office space.
- To perform tasks related to building management, such as coordinate projects related to premises, construction, furniture, etc.
- To build and keep updated the inventory of assets in the Field Office.
- To be responsible for the production of reports concerning logistical issues, proposing/recommending changes and improvements, ensuring accuracy.
- To identify 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 assist in managing and maintaining a comprehensive database of expendable and non-expandable items.
- To receive, review, analyse, assign, process and track certified requisitions submitted for procurement action.
- To draft specifications for issuing tenders related to his/her area of responsibility.
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities:

- To liaise and cooperate on logistics and procurement issues with relevant actors between the Field Office and Mission HQ in Niamey
- To coordinate the development of logistical/management systems to ensure adequate logistical support regarding computers, vehicles, furniture, telecommunications and other relevant fields
- To liaise with international and national freight forwarders
- To coordinate logistics, support facility management, transportation and fuel supply, asset and services management in a way that effectively and efficiently contributes to the reaching of the overall objective of the Field Office
- To liaise with the procurement unit in Mission HQ in Niamey, he/she compiles all types of correspondence and documents to ease up the procurement workload in the Mission HQ
- To keep an updated, accurate and comprehensive inventory system in coordination with the Logistics unit in Mission HQ Niamey.

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 fields; AND

- A minimum of 4 years relevant professional experience, in the field of Transport, Logistics, Automotive Technology, Engineering, Supply Chain Management, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Capacity to foresee needs, plan and delineate strategies for maximizing resources; therefore, due to the related experiences, being able to implement an international methodology (e.g. ITIL, PRINCE2).
- Organizational, planning and time-management skills.
- Ability to work in a demanding, deadline-driven environment.
- French language skills: level B1 or B2 (Independent User).
- English language skills: minimum level B1 or B2 (Independent User).

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multinational and international organizations.
- Previous experience in CSDP Missions or other international civilian deployment (EU, UN, OSCE).
- Previous experience with project based work/planning and with different product and services markets as well as industrial business networks.

7. Desirable Knowledge, Skills and Abilities: N/A

Position Name: Armed Protection Team Leader	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support – Management Level (MSML)
Ref. Number: AG 19	Location: Agadez	Availability: As soon as possible
Component/Department/Unit: Mission Security/ Armed Protection Unit	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Armed Protection Team Leader reports to the Senior Mission Security Officer (SMSO).

2. Main Tasks and Responsibilities:

- To manage the armed protection security set up of the Mission staff in coordination with the host government armed protection forces assigned to the Mission protection.
- To be responsible for planning and execution of operational Armed Protection Team (APT) operations, in line with the firearms policy stated in the OPLAN.
- To carry out daily administration and operational planning for the APT.
- To assist in the oversight of all APT staff, providing instructions, support and assistance as required;
- To develop Mission A/P policies and procedures ensuring they are followed and updated or amended when necessary.
- To provide comprehensive procedural documents with respect to APT activities and a clear understanding of the legal framework of the firearms policy.
- To participate in preparing and conducting firearms training for the APT.
- To provide personal security advice to members of the organisation.
- To identify Mission staff's personal security training needs and to ensure development and delivery of necessary training.
- To maintain a high operational effectiveness and equipment husbandry of all associated equipment under their control.
- To develop professional contacts with the local police, military and security managers of other international organisations.
- To liaise with civilian and military organizations for an assessment of current and possible future threats.
- To carry out threat assessments to ensure appropriate security measures are put in place, in a timely and effective manner.
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities:

- Authorised to carry and issued a personal weapon used for purposes of self-defence.

4. Essential Qualifications and Experience:

- Successful completion of University studies of at least 3 years attested by a diploma at Bachelor's level OR 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/military education or training or equivalent rank; AND
- A minimum of 5 years of relevant professional experience, in the military, police or security field, after having fulfilled the education requirements.
- A minimum of 3 years' experience as a Team Leader in a military/police or security field.
- Trained in basic life support (medical training).
- Pistol & Rifle Instructor certification/accreditation from a recognised institution.
- Advanced driving training (defensive driving).

5. Essential Knowledge, Skills and Abilities:

- Ability to operate a variety of communication systems.
- Ability to contribute creatively to the development of security strategies and procedures.
- French language skills: minimum level B1 or B2 (Independent User).

- English language skills: minimum level B1 or B2 (Independent User).

6. Desirable Qualifications and Experience:

- A minimum of 10 years of relevant professional experience in firearms training.
- International experience, particularly in crisis areas with multi-national and international organisations.
- Trained and certified in close protection techniques (theory and practice).
- Validated license for armoured vehicle or civilian driving licence class C.

7. Desirable Knowledge, Skills and Abilities:

- French language skills (level C1 or C2 – Proficient User).
- Ability to perform under stress and in difficult circumstance.

Position Name: Armed Protection Operator	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support – Assistant Level (MSAL)
Ref. Number: AG 20	Location: Agadez	Availability: As soon as possible
Component/Department/Unit: Mission Security/ Armed Protection Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: No

1. Reporting Line:

The Armed Protection Instructor/Armourer reports to the Senior Mission Security Officer (SMSO).

2. Main Tasks and Responsibilities:

- To support, assist and advise the SMSO on all training and evaluation issues pertinent to firearms regarding Armed Protection Team.
- To assist in the conceptual development of internal standards and guidelines for firearms training.
- To plan, organise and deliver firearms training.
- To produce training materials.
- To evaluate and prepare summaries and analytical reports on weapons/firearms training activities document and ensure proper record of shooting training and tests, including use of ammunition.
- To conduct regular assessment of weapons handling and shooting skills of armed Mission staff, as well as perform their certification and recertification where applicable.
- To ensure firing sites/ranges are maintained in the required conditions, taking into consideration the security and safety standards relevant to shooting training.
- To coordinate the use of available shooting ranges.
- To facilitate the smooth and accountable operations of the Mission designated armouries, to assist in identifying Mission armoury needs and provide technical support in his/her area of responsibility to staff members.
- To conduct technical assessment of Mission owned weapons and firearms and to ensure a high operational effectiveness and equipment husbandry of all such associated equipment under his/her control.
- To maintain relevant Health & Safety principles in relation to the areas of his/her responsibility.
- To facilitate training needs analysis and reviews upon direction, in relation to the Missions use of force policy, and firearms training in compliance with the Mission OPLAN and SOP's.
- To coordinate import and export procedures of all firearms and ammunition into/from the Mission area.
- 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 undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities:

- Authorised to carry and issued a personal weapon, used for purposes of self-defence.

4. Essential Qualifications and Experience:

- Successful completion of the secondary education attested by a diploma, complemented by Police or Military training; AND
- A minimum of 5 years of relevant professional experience, in the military, police or security field, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Training in teaching and maintenance of the Mission owned firearms, such as HK G36 rifles and Glock pistols.
- Pistol & Rifle Instructor certification/accreditation from a recognized institution.
- Knowledge of applicable international standards/best practices and human rights regulations relevant to the use of firearms and use of force.
- Technical knowledge of side arms and long barrelled weapons.

- French language skills: minimum level B1 or B2 (Independent User).
- English language skills: minimum level B1 or B2 (Independent User).

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multi-national and/or international organisation.
- Understanding of the political, cultural and security situation of the Mission area.
- Experience delivering training to an international audience.
- A minimum of 10 years of relevant professional experience in firearms training.
- Training in teaching and maintenance of the Mission owned weapons systems, such as HK G36 rifles and Glock pistols.
- Validated license for armoured vehicle or civilian driving licence class C.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge and proven skills in the area of delivering firearms training, including a high standard of physical fitness.
- Discreet, diplomatic and flexible.
- Ability to perform under stress and in difficult circumstances.