

EUROPEAN EXTERNAL ACTION SERVICE



Annex 1

EU Border Assistance Mission for the Rafah Crossing Point (EUBAM Rafah) 1-2017 Extraordinary Call for Contributions				
Organisation:	EUBAM Rafah			
Job Location:	Ramat Gan – Israel			
Employment Regime:	As indicated below			
Job Titles/ Vacancy Notice:	Ref.:	Name of the Post:	Location:	Availability:
	<u>Seconded/Contracted (2)</u>			
	OPS4	Integrated Border Management Expert	Ramat Gan	ASAP
	S1	Mission Security Officer	Ramat Gan	ASAP
Deadline for Applications:	Friday 4 August 2017 at 17:00 hours (Central European Summer Time)			
E-mail Address to send the Job Application Form to:	cpcc.eubamrafah@eeas.europa.eu or https://goalkeeper.eeas.europa.eu/registrar/			
Information:	For more information relating to selection and recruitment, please contact the Civilian Planning and Conduct Capability (CPCC): Mr Andre Konze cpcc.eubamrafah@eeas.europa.eu +32 (0)2 584 38 48			

Seconded Personnel – For seconded positions, only personnel nominations received through official channels from EU Member States/contributing third States (contributing States) will be considered. Contributing States will bear all personnel-related costs for seconded personnel, e.g. salaries, medical coverage, travel expenses to and from the Mission area (including home leave) and allowances other than those paid according to the Council documents 7291/09 (10 March 2009) and 9084/13 (30 April 2013). Personnel seconded from contributing third States are not entitled to receive allowances paid according to the Council documents 7291/09 (10 March 2009) and 9084/13 (30 April 2013).

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

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

Tour of Duty/Contract Period – Subject to the adoption of the Council Decision extending the Mission mandate and approving the appropriate Budgetary Impact Statement, the 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 EUPOL COPPS, according to the requirements and profiles described below:

A. Essential Requirements

The following are essential requirements in respect of civilian international experts to the Missions.

Citizenship – Citizenship of an EU Member State or of a contributing third State (Canada, Norway and Turkey).

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

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 proficiency in the working language of the Mission. Certain positions may require higher language skills further specified in the individual job descriptions. In order to provide for national representation in all Missions, certain (ordinarily internal) positions in Missions 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 and with unpredictable working hours and a considerable workload. They must have the ability to work professionally as a member of a team, in task forces and working groups with mixed composition (e.g. civilian and military staff) and be able to cope with extended separation from family and usual environment.

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

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

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

Training – HEAT or equivalent.

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

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

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

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

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

B. 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 Middle East – The candidates should have knowledge of the history, culture, social and political situation of the region; and also knowledge of the police, judiciary and governmental structures (distinct advantage).

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

C. Essential Documents for Selected Candidates

Passport – The support of the contributing States is strongly recommended in the issuance of a Diplomatic Passport for Mission Members. This is to facilitate and afford appropriate operational freedom of movement within the Mission area (including both Israel and occupied Palestinian Territories).

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

Required 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 RESTRICTED until the issuance of their national security clearance.

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

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

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

E. Data Protection

The EEAS, and its Directorate CPCC processes personal data pursuant to Regulation (EC) 45/2001 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data, as implemented in the EEAS by the Decision of the High Representative of the Union for Foreign Affairs and Security Policy of 8 December 2011. The Privacy statement is available on the EEAS website>. Privacy Statement.

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 Operation Plan (OPLAN).

SECONDED/CONTRACTED POSITION

Position Name: Integrated Border Management Expert	Employment Regime: Seconded/Contracted	
Ref. Number: OPS4	Location: Ramat Gan	Availability: ASAP
Component/Department/Unit: Operations Section	Level of Security Clearance: EU CONFIDENTIAL	Open to contributing third States: No

1. Reporting Line:

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

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, as appropriate and security permitting;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To ensure compliance with instruction/direction from Mission management;
- To liaise closely with other Senior Advisers and Advisers as appropriate;
- To identify best practice and lessons learned within the field of responsibility;
- To design and deliver training, as appropriate;
- To undertake any other related task as requested by the Line Manager(s).

3. Specific Tasks and Responsibilities:

- To support the Palestinian Authority (PA) General Administration on Border and Crossings (GABC) to enhance capacities to redeploy to the Rafah Crossing Point (RCP) and manage it according to international standards once conditions allow;
- To coordinate EUBAM Operations section, by tasking and providing guidance to the operational staff in implementing the Mission mandate;
- To coordinate support to and monitor the implementation/operationalisation of the main GABC strategies on border and customs related issues;
- To engage with GABC management and relevant Palestinian counterparts, and provide advice as appropriate;
- To design and coordinate the implementation of the Mission's Operation Plan, in order to support the Palestinian counterparts in improving Integrated Border Management including in particular inter/intra-agency cooperation;
- To design and coordinate the implementation of a comprehensive and tailor-made Training Plan on Integrated Border Management;
- To support the Project Manager Border and staff dealing with planning and evaluation in preparing the Mission Implementation Plan (MIP) to contribute to mandated objectives, and provide information to monitor and report on Mission activities (e.g. Weekly, Monthly, Six-Monthly, Special Reports and Incident Reports);
- To assist and support in the implementation of the EUBAM - PA Joint Redeployment Plan in case of reactivation, including the preparation of related training activities and curricula;

- To coordinate with EU instruments, Member States and international organisations on Mission activities and in order to create synergies as well as identify suitable projects on border related issues;
- To maintain contacts at the technical level and liaise with counterparts and relevant stakeholders on operational border issues;
- To represent the Mission at an appropriate level and upon instruction by the Head of Mission, in meetings, discussions or consultations with relevant local and international counterparts;
- To maintain situational awareness and collect information on the political, security and social conditions in theatre;
- To collect and analyse information, gathered in the course of Mission activities and from open sources, to produce relevant reports in the Mission's field of expertise for internal and external audiences.
- To coordinate the organisation of visits to the Gaza Strip.

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.

5. Essential Knowledge, Skills and Abilities:

- Knowledge of IBM concept and deep experience in the implementation of IBM strategy and related Action Plan/s at appropriate levels of responsibility;
- Project management skills;
- Ability to engage with senior officials level decision makers;
- Ability in drafting read-outs, notes, reports, correspondence and presentations;
- Ability to establish priorities and to plan, coordinate work;
- Ability to mentor, train and motivate local counterparts, including experience in implementation of IBM training, including a proven ability to sort, synthesize and condense information;
- Extensive knowledge in Integrated Border Management;
- Ability to work in a multi-cultural, multi-ethnics environment with sensitivity and respect for diversity.

6. Desirable Qualifications and Experience:

- A minimum of 10 years of solid professional experience in IBM strategies and border related issues at different levels of responsibility and in different areas of expertise including border management;
- Degree/professional certificate in Integrated Border Management related topics or equivalent combination of education, training and practical experience;
- Experience in mentoring and coaching;
- Successful completion of a Civilian Crisis Management Course or equivalent;
- Successful completion of Methodic/Didactics training and/or train the trainer course or equivalent.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Security Sector Reform concepts and practices especially in the Mission Area;
- Knowledge of Arabic and/or Hebrew as well as other European languages.

SECONDED/CONTRACTED POSITION

Position Name: Mission Security Officer	Employment Regime: Seconded/Contracted	Post category for contracted : Mission Support- Management Level (MSML)
Ref. Number: S1	Location: Ramat Gan	Availability: ASAP
Component/Department/Unit: Head of Mission Office	Level of Security Clearance: EU SECRET	Open to contributing third States: No

1. Reporting Line:

The Mission Security Officer (MSO) reports to the Head of Mission and liaises closely with the Senior Mission Security Officer (SMSO) of EUPOL COPPS (the EU Police Mission for the Palestinian Territories).

2. Main Tasks and Responsibilities:

- In line with the EU's Policy of EU staff deployed outside the EU in an operational capacity under Title V of the Treaty on European Union;
- To monitor and assess the security situation and to provide security analyses, recommendations and advice to the Head of Mission, Senior Mission Management and other parts of the Mission on all security related matters that affect the Mission, its assets, personnel and information;
- To be responsible, in line with EU's Field Security Policy and its supporting documents, for the drafting, continued development, implementation and updating of the Mission Security Plan (MSP), including provisions for relocation/evacuation as well as effective warden and movement of personnel systems;
- To be responsible for the protection of EU classified information (EUCI) within the Mission and thereby to ensure that information is handled in accordance with EU rules;
- To produce security inputs to the Weekly Operations Summary, Monthly and Six-Monthly Reports as appropriate and to ensure real time reporting from potential trouble spots;
- To be responsible for the supervision of journey management planning and to provide timely advice and guidance to Mission members as required;
- To ensure security surveys of Mission member's personal protective requirements, transport security, residential and office security as appropriate;
- To ensure that all security and communications equipment is kept in a state of operational readiness;
- To conduct regular security drills, communication tests and evacuation exercises;
- To provide briefings and presentations on matters affecting the security and safety of Mission members and to ensure all staff is properly prepared for emergencies;
- To liaise as directed and co-operate with national law enforcement agencies, international organisations, NGOs, other EU bodies and diplomatic representatives, in the field of security;
- To provide assistance and appropriate response to Mission members and to ensure that all necessary actions are taken, particularly in emergency cases;
- To travel to high risk areas and to conduct security duties;
- To collaborate with and report to the Security Office of CPCC, the Civilian Planning and Conduct Capability in Brussels, on all relevant security related matters and ensure the implementation of the Security Office's security recommendations;
- To undertake any other related tasks as requested by the Head of Mission.

3. Mission Specific Tasks and Responsibilities:

The MSO works under the general security guidance of EUPOL COPPS' Senior Mission Security Officer and co-operates closely with the Regional Security Officer in the EU Delegation(s).

4. Essential Qualifications and Experience:

- Successful completion of University studies of at least 3 years attested by a diploma OR a qualification at the level in the National Qualifications Framework equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree, OR equivalent and attested police or/and military education or training or an award of an equivalent rank; AND
- A minimum of 4 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Excellent organisational, planning and time-management skills;
- Analytical skills.

6. Desirable Qualifications and Experience:

- Previous work experience in the region;
- Successful Completion of EU Mission Security Officer Certification Course or equivalent;
- Validated license for armoured vehicle or civilian driving licence class C;
- Firearms trained.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of the Mission area and potential security threats;
- Knowledge of Arabic and/or Hebrew as well as other European languages.

