

EUROPEAN EXTERNAL ACTION SERVICE



ANNEX 1

EU Police Mission and its Justice Interface in the Democratic Republic of Congo (EUPOL RD Congo)

Advertisement for seconded/contracted staff members

Organisation:	EUPOL RD Congo		
Job Location:	Kinshasa, Goma (Democratic Republic of Congo), in accordance with the assignment indicated on each job description		
Availability:	As indicated below		
Staff Regime:	As indicated below		
Job Titles/Vacancy Notice:	Ref.	Name of the post	Available on
	<u>Seconded/Contracted</u>		
	POLRDC 003	Political Adviser / SSR Expert	ASAP
	POLRDC 005	Press & Public Information Officer (PPIO)	ASAP
	POLRDC 007	Mission Security Officer (MSO) Kinshasa	ASAP
	POLRDC 022	Project Manager	ASAP
	<u>Seconded</u>		
	POLRDC 010	Civilian Justice Expert	ASAP
	POLRDC 021	CSRP Legislation Expert	ASAP
	POLRDC 026	PNC Training Development Expert	ASAP
	POLRDC 027	PNC Organisation Expert	12/02/2014
	POLRDC 030	Judiciary Police Adviser	19/01/2014
	POLRDC 033	Police Training Coach	06/01/2014
	POLRDC 036	Senior Police Counsellor / Head of Station Goma	ASAP
POLRDC 038	Mission Security Officer (MSO) Goma	12/02/2014	
POLRDC 039	Human Rights & Child Protection Expert	ASAP	
Deadline for applications:	Friday, 1 November 2013, 24:00 hours (Brussels time)		
E-mail address to send the Job Application Form/CV:	cpcc.eupolrdcongo@eeas.europa.eu		

Information:	<p>For more information relating to selection and recruitment, please contact the Civilian Planning and Conduct Capability (CPCC):</p> <p>Ms Caroline SWAGEMAKERS e-mail: cpcc.eupolrdcongo@eeas.europa.eu</p>
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Seconded Personnel – For seconded positions, only personnel nominations received through official channels from Member States will be considered. Member States will bear all personnel-related costs for seconded personnel, including salaries, medical coverage, travel expenses to and from the Mission area (including home leave) and allowances other than those paid according to Council document 7291/09 (10 March 2009) and 9084/13 (30 April 2013).

Contracted Personnel – The Head of Mission may recruit international staff on a contractual basis as required, through an employment contract¹). The employment contract with the Head of Mission establishes the conditions of employment, rights and obligations, remuneration, allowances, travel and removal expenses and the applicable high risk insurance policy.

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

The European External Action Service (EEAS) requests that Member States propose candidates for the following international expert positions for EUPOL RD Congo, according to the requirements and profiles described below:

A. Essential requirements

EUPOL RD CONGO is a French speaking Mission.

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

Citizenship – Citizenship of a Member State of the European Union (EU) and full rights as a citizen.

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

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

Flexibility and adaptability – Be able to work in arduous conditions with a limited network of support and with unpredictable working hours and a considerable workload. Ability to work professionally as a member of a team, in task forces and working groups with mixed composition (e.g. police, judicial, civilian and military staff). Be able to cope with extended separation from family and usual environment.

Availability – 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 the Mission.

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

Ability to communicate effectively in French – Mission members must be fully fluent in written and spoken French. Report writing skills are especially needed.

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

Training – eHEST (<https://webgate.ec.europa.eu/eeas/ehest/login/signup.php>) or equivalent.

¹ () Commission Communication on Specific Rules of Special Advisers entrusted with the implementation of operational CFSP actions and contracted international staff (C(2009) 9502 of 30 November 2009) sets out the conditions of employment of international contracted staff.

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

B. Recommendable requirements

Knowledge of the EU Institutions – To have knowledge of the EU Institutions and international standards, particularly related to the Common Foreign and Security Policy, including the European Security and Defence Policy.

Knowledge of the Mission area – To have good knowledge of the history, culture, social and political situation of the country. To have knowledge of the police, judiciary and governmental structures (distinct advantage).

Training and experience – To have attended a Civilian Crisis Management Course or have participated in a CSDP Mission (desirable).

Language skills – Knowledge of English and local languages will be an asset.

C. Essential documents for selected candidates

Passport – The participants must obtain a passport from the respective national authorities. Seconding Member States should provide their personnel with a service/diplomatic passport, and agree to have them accredited to their Embassies or Consulates as appropriate in the region.

Visas – Member States and Mission members 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.

Security clearance required: The selected candidate will have to be in possession of the necessary level of security clearance (EU SECRET or equivalent) when deployed. The original certificate of the national security clearance must accompany deployed seconded experts.

Unless mentioned otherwise in the specific job description, the **necessary level of security clearance** is:

- (1) EU Security Clearance to level SECRET; or
- (2) Equivalent level security clearance issued by a national security agency of a country with whom the GSC has a full security agreement or arrangement with; or
- (3) Equivalent level security clearance issued by a national security agency of a participating/contributing Third State with whom the GSC does not yet have a full security agreement but an agreement exists relating to the participation/contribution of that Third State which expressly addresses the obligations of that country towards the handling of EUCI.

Security equipment – Police officers shall be fitted with individual protection gears and armament, especially flack jackets (level 4) and bullet proof helmets, and their 9 mm duty side arm together with 100 rounds of ammo.

Certificate/Booklet of vaccination – To be in possession of a valid certificate/booklet of vaccination showing all vaccinations and immunisations received. To be vaccinated according to the required immunisations for the Mission area.

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

Driver's licence – Be in possession of a valid – including Mission area – civilian driver's licence for motor vehicles (Category B or equivalent). Able to drive any 4-wheel drive vehicle. Category C driving license (desirable).

D. Additional information on the selection process

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

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

Selection process – The candidates considered to be most suitable will be short-listed and, if needed, interviewed in Brussels, at the Headquarters of the Mission or by phone, before the final selection is made. If seconded candidates are required to travel to Brussels/Mission Headquarters location for interviews, the Member State will bear any related costs.

Information on the outcome – Member States or candidates (for contracted personnel) will be informed about the outcome of the selection process after its completion.

Seconded/Contracted

POLITICAL ADVISER / SSR EXPERT

(POLRDC 003)

(1 position)

Post level: Expert

Security Clearance: EU SECRET

Duty Station: Kinshasa

Deployment date: ASAP

Main Tasks:

- To work under the supervision of the Head of Mission;
- To support, assist and advise the Head of Mission on all political and strategic issues relevant for the mission;
- To act as Liaison officer between EUPOL and the EU Delegation in the DRC;
- To monitor political events that may impact on the work of the mission and closely follow the correspondent developments;
- To interact with governmental officials at appropriate levels, and representatives of local and international organisations, regarding issues that concern the mission, making good use of the existing structures and the available knowledge and expertise;
- To coordinate the Head of Mission's office, namely press and information, reports, archive and secretariat services with both international and locally contracted personnel;
- To assist in the provision of advice, guidance and training to all mission members regarding the political structures and current political issues relevant for the work of the mission;
- To assist the PPIO in dealing with the impact of the media on the mission and be able to assist in analysing the public impact of mission effectiveness;
- To assist in drafting press releases;
- To assist in conducting and coordinating official visits according to the established protocol rules;
- To monitor global diplomatic and political events that may impact on the Congolese political situation;
- To assist in the management of the institutional image of the EUPOL RD Congo mission proficiently, providing advice and guidance on this issue;
- To prepare precise summaries and reports concerning political issues arising in the mission and advising mission members accordingly;
- Carry out analysis and qualitative assessments of political and social implications related to the implementation of all core mission programmes;
- To undertake any other tasks required by the Head of Mission.

Qualifications and experience:

- Advanced University Degree in Political Sciences, International Relations, Diplomacy, Social Sciences or academic training relevant to the specific post;
- A minimum of 5 years of relevant experience in a similar position and more than 10 overall of professional experience;

- International experience, particularly in crisis area with multinational and international organisations, ideally in a political advisory mission;
- Knowledge of EU Civilian Crisis Management and previous CSDP experience strongly desirable;
- Knowledge of the language, history, culture and the social and administrative structures of RDC are an advantage (desirable);
- Experience in liaison with police, the judiciary, prosecution and customs authorities (desirable);
- Experience in matters relating to the Africa, particularly with the DRC;
- Excellent interpersonal and communication skills and teamwork capabilities, familiarity with diplomatic protocol;
- Fluency in both oral and written French;
- Working knowledge of English (desirable);
- Familiarity with basic IT tools, particularly Word and Excel processing tools;
- To be able to manage an important volume of work and to prioritize tasks;
- To have international experience, preferably in Africa, particularly in crisis areas with multinational and international organisations, and be knowledgeable in the DRC's political and legal context (desirable);
- To possess a training in Civilian Crisis Management – CEPOL or having served in another CSDP Mission (desirable);
- To be in possession of security clearance at the level of EU SECRET.

PRESS & PUBLIC INFORMATION OFFICER (PPIO) (POLRDC 005)

(1 position)

Post level: Expert

Security Clearance: EU SECRET

Duty Station: Kinshasa

Deployment date: ASAP

Main Tasks:

- To work under the supervision of the Head of Mission;
- To manage and supervise the Press and Public Information Office (PPIO);
- To be the PPIO link between the CSDP Mission and the ICR/EUSR's Office;
- To conduct and co-ordinate official visits according to the established protocol rules;
- To be responsible for the conduct and co-ordination of official visits according to the established protocol rules;
- To manage the institutional image of the ESDP Mission proficiently, providing relevant advice and guidance;
- To create and promote positive media campaigns in support of a transparent public image of the ESDP Mission;
- To draft press releases and to act as the Mission public spokesperson;
- To coordinate and supervise the preparation of press conferences;
- To analyse the public impact of the effectiveness of activities;
- To be responsible for the production of the daily media monitoring and its dissemination internally through the structure. (Done jointly with the ICO);
- To undertake any other tasks required on behalf of the Mission.

Qualifications and Experience

- University Degree in Journalism, Communications, Political Sciences, Law, International Relations, Social Sciences or related field;
- To have a minimum of 5 years of relevant professional experience and 8 years of overall professional experience;
- Deep understanding of the political situation in RD Congo and working experience in Africa is highly desirable;
- Experience in diplomacy, negotiations and field work in international organisations (desirable);
- To have excellent interpersonal and communication skills and teamwork capabilities;
- Fluency in both oral and written French;
- Good knowledge of IT tools, particularly word and excel processing tools;
- To be able to manage an important volume of work and to prioritize tasks;
- Working knowledge of English (desirable);
- To have international experience, preferably in Africa, particularly in crisis areas with multi-national and international organisations, and be knowledgeable in the DRC political and legal context (desirable);

- To possess training in Civilian Crisis Management – CEPOL or having served in another CSDP Mission (desirable);
- To be in possession of a security clearance at the level of EU SECRET.

MISSION SECURITY OFFICER (MSO) Kinshasa (POLRDC 007)

(1 position)

Post level: Mission Support Staff/Management Level

Security Clearance: EU SECRET only

Duty Station: Kinshasa (Capital)

Proposed deployment: ASAP

In line with the EU's Policy on the Security of EU staff deployed outside the EU in an operational capacity under Title V of the TEU (Field Security Policy) and under the authority of the Senior Mission Security Officer (SMSO), the MSO will

Tasks and responsibilities:

- Implement security requirements for EU-led civilian crisis management operations;
- Assist the SMSO in the development of the Mission Security Plan, and all supporting security and safety instructions and procedures;
- Assess the security situation and maintain updated security and contingency plans ensuring that plans for relocation/evacuation to safe havens are current and able to be utilised at short notice;
- Conduct or initiate security surveys of Mission members' personal protective security requirements, transport security, residential and office security;
- Ensure that all security and communications' equipment is kept up-to-date and in a state of operational readiness;
- Conduct regular security drills, communication tests and evacuation exercises;
- Provide briefings to new staff with regard to safety and security issues and ensure that all staff are properly prepared for emergencies;
- Establish liaison as directed and co-operative closely with other international organisations and national law enforcement agencies or other authorities in the member states and third states that the Mission might operate alongside;
- Provide comprehensive reports to the SMSO on any incidents affecting Mission staff and initiate necessary follow up action with the appropriate authorities;
- Generate and elaborate precise and accurate reports on information received that impacts upon the Mission, providing appropriate analyses and assessment of all pertinent information;
- Produce briefings and presentation relating to their sphere of work for the benefit of the Mission;
- Assist in the definition and implementation of the security and safety instructions for the Mission (including risk assessment/evacuation/extraction plans), analysing and assessing the threat level and maintain updated security and contingency plans for the relocation/evaluation;
- Report and assist the SMSO on the security level and state of alert for the Mission staff.
- Provide assistance and appropriate response to Mission members in respect of security measures, ensuring that all necessary actions are provided in support of any related situation, particularly in emergency cases;
- To be responsible for in-depth planning and execution of security operations;
- Travel to High Risk areas and conduct security duties;
- Undertake any other tasks required by the SMSO in support of the objectives of the Mission.

Qualifications and experience:

- - University Degree in Police Sciences, Military Sciences, Social Sciences, security or related fields (or undergraduate degree along with extensive previous experience in security management);
- - **or** a graduate from a military/police academy or civilian security organisation with specialised training in field operations, force protection and/or a demonstrable experience as a Mission Security Officer in a CSDP mission or EUSR team;
- - **or** equivalent combination of education, training and practical experience, preferably with substantial part of it in an international organisation involved in crisis management;
- In all cases professional experience must demonstrate increasing responsibility at management level in the civilian security field or in the military/police field, in particular with regard to the security/protection of personnel, facilities and assets;
- Minimum of 5 years of progressively responsible professional experience at management level in the civilian security sector in the military/police;
- Successful completion of the EU Mission Security Officer Certification Course (desirable);
- Ability to work in a demanding, deadline-driven environment and to establish and maintain effective working relationships with people of different national and cultural backgrounds;
- International experience of an ESDP/CSDP Mission desirable together with experience of multinational and international organisations / Missions;
- Demonstrated ability to contribute creatively to the development of security policies and procedures;
- Excellent organisational, planning, and time-management skills;
- Experience in planning and implementing projects;
- Good interpersonal skills, ability to work in a multicultural, multi-ethnic environment with sensitivity and respect for diversity;
- Highly resilient under mental pressure and willingness to work extra hours when required;
- Solid knowledge of the Mission area and potential security threats;
- Ability to operate Windows and Power Point applications, including Word processing, e-mail, and spreadsheets (Excel);
- Civilian driving license class B and C;
- Fluency in both oral and written French;
- Working knowledge of English (desirable).

PROJECT MANAGER (POLRDC 022)

(1 position)

Post level: Mission Support Assistant Level

Security Clearance: EU SECRET

Duty Station: Kinshasa (Capital)

Proposed deployment: ASAP

Main tasks:

- To work under the direct supervision of the Deputy Head of Mission and the administrative coordination of the Head of Administration and Finance;
- To manage the implementation of agreed projects according to the operational planning;
- To frame proposals for projects and assisting in the drafting of the relevant documents;
- To plan and maintain timelines, allocate resources and coordinate all respective phases of the programmes/projects to ensure the required progress and success;
- To assist and guide the members of the Mission in implementing projects;
- To monitor the activities connected with the implementation of projects in close collaboration with those responsible for the administration and financing of the Mission;
- To perform any other task linked to his technical specification as requested by the Head of Mission.

Qualifications and experience:

- Secondary education attested by a certificate and relevant specialised training;
- Middle management experience, with broad professional experience in both operational and organisational aspects of organisations;
- To have extensive knowledge in communication and transmission projects;
- Experience in the actual planning, implementation and management of projects;
- Good organisational ability in a difficult environment and ability to work under great pressure in a wide range of tasks, often to very tight deadlines;
- To have excellent interpersonal and communication skills and teamwork capabilities;
- Fluency in both oral and written French;
- Familiarity with basic IT tools, in particular text-processing software (MS Word) and spreadsheets (MS Excel);
- To have international experience, preferably in Africa, particularly in crisis areas with multinational and international organisations, and be knowledgeable in the DRC political and legal context (desirable);
- To be able to manage an important volume of work and to prioritize tasks;
- To possess a training in Civilian Crisis Management – CEPOL or having served in another CSDP Mission (desirable).

Seconded

CIVILIAN JUSTICE EXPERT (POLRDC 010)

(1 position)

Security Clearance: EU SECRET

Duty Station: Kinshasa (Capital)

Proposed deployment: ASAP

Main tasks:

- Under the supervision of the Head of Mission, to assist the advisers to the Kinshasa Crime Investigation Department in improving the crime investigation capacities of the PNC ("Police Nationale Congolaise"/Congoles National Police) Judiciary Police;
- To advise the PNC Crime Investigation Advisers on all legal matters related to crime investigation;
- In cooperation with the Kinshasa Crime Investigation Department Advisers, to identify shortcomings in the criminal procedural system and the overall civil criminal justice system;
- To help draft recommendations on improving the applicable criminal legislation;
- To monitor the handling of selected crime cases by the Kinshasa Crime Investigation Advisers up to the prosecutor in charge;
- To facilitate and establish interaction with relevant representatives from the prosecution in order to address shortcomings identified in the crime investigation;
- To propose appropriate solutions in order to improve the investigative skills and capacities of the Kinshasa crime investigators, notably within the "Serious Crimes Unit", and the law enforcement system in general;
- Any other tasks related to his/her specialisation as requested by the Head of Mission.

Qualifications and experience:

- To have an advanced university Degree in Law, preferably with the specialisation in criminal and criminal procedure law;
- To have a minimum of 10 (ten) years of professional experience in criminal legal matters, of which a minimum of 5 (five) years of experience in working as a public prosecutor or similar experience in relations between the Police and the Judiciary;
- To have excellent interpersonal and communication skills and teamwork capabilities;
- Fluency in both oral and written French;
- Familiarity with basic IT tools, particularly Word and Excel processing tools;
- To have international experience, preferably in Africa, particularly in crisis areas with multinational and international organisations, and to be knowledgeable in the DRC political and legal context (desirable);
- To be able to manage an important volume of work and to prioritize tasks;
- To possess a training in Civilian Crisis Management – CEPOL or having served in another CSDP Mission (desirable).

CSRP ("Comité de Suivi de la Réforme de la Police")

LEGISLATION EXPERT (POLRDC 021)

(1 position)

Security Clearance: EU SECRET

Duty Station: Kinshasa (Capital)

Proposed deployment: ASAP

Main tasks:

- To work under the supervision of the Deputy Head of Mission;
- To help record all documentation relating to the laws and regulations for the CNP (Congolese National Police);
- To help review and re-visit the current legal framework to fit it into the CNP reform and restructuring process;
- To assist the CNP in the conceptual and doctrinal framework underlying the CNP reform process;
- To assist in drafting regulations deriving from the "Loi Organique portant organisation de la CNP".
- To assist the CNP in outlining the future legal and professional status of police personnel;
- To help outline a timeline for implementation of the new laws and regulations;
- To provide his/her expertise regarding the reform and restructuring process of a law enforcement agency in his/her area of competence;
- To help the CSRP ("Comité de Suivi de la Réforme de la Police") Executive Secretariat adviser prepare the CSRP meetings relating to the topics dealt with by his/her Working Group;
- To report, through the Deputy Head of Mission/CSRP, to the Head of Mission on the developments relating to his/her Working Group;
- To carry out any other tasks as delegated by the Head of Mission.

Qualifications and experience:

- To have a rank of Junior Officer in a police service or to be a civilian with equivalent professional experience in Police matters;
- To have an advanced University Degree in Law or equivalent academic training (desirable);
- To have a minimum of 8 (eight) years of police management experience, with broad professional experience in police rules and regulations;
- To have proven analysis and drafting capacities;
- To have excellent interpersonal and communication skills and teamwork capabilities;
- Fluency in both oral and written French;
- Familiarity with basic IT tools, particularly Word and Excel processing tools;
- To have international experience, preferably in Africa, particularly in crisis areas with multinational and international organisations, and be knowledgeable in the DRC political and legal context (desirable);
- To be able to manage an important volume of work and to prioritize tasks;
- To possess a training in Civilian Crisis Management or having served in another CSDP Mission (desirable).

PNC ("Police Nationale Congolaise") TRAINING
DEVELOPMENT EXPERT (POLRDC 026)

(1 position)

Security Clearance: EU SECRET

Duty Station: Kinshasa (Capital)

Proposed deployment: ASAP

Main Tasks:

- To work under the supervision of the EUPOL SSR Coordinator;
- To provide expertise and act as a reference in the field of training for the Mission Implementation Structure as well as for the external partners;
- Conceptualising and developing course curricula, managing, running and evaluating training courses for police officers at academic level;
- To be part of the Training working group of the Mission Implementation Structure and participating in the implementation of training projects and installation of Training Centers within the PNC;
- To be part of the project team of the Police Academy and provide expertise in the organisation of the training of Police Superintendents;
- To participate in the drafting of regulations within its field of expertise and help record all documentation relating to the PNC training matters;
- To maintain the necessary contacts with external bodies involved in the reform or service providers, on matters relevant to the area of expertise;
- To provide support for the training of the PNC;
- To support other working groups of the Mission Implementation structure;
- To monitor projects in its field of action;
- To report to the Head of Mission on the developments relating to its Working Group;
- To carry out any other tasks as delegated by the Head of Mission.

Qualifications and experience:

- Advanced University Degree in Police Sciences, Social Sciences, Law or equivalent academic training;
- Police Officer (medium rank: Major / Superintendent / Chief Inspector) or a civilian with experience in the organisation of police training;
- To have a minimum of 5 (five) years of training experience and of 10 (ten) years of overall professional experience;
- To have previous professional experience as a trainer in organisational aspects of a police force (desirable);
- Experience in planning, implementation and management of projects;
- To have excellent interpersonal and communication skills and teamwork capabilities;
- Fluency in both oral and written French;
- Familiarity with basic IT tools, particularly Word and Excel processing tools;
- To have international experience, preferably in Africa, particularly in crisis areas with multinational and international organisations, and be knowledgeable in the DRC political and legal context (desirable);
- To be able to manage an important volume of work and to prioritize tasks;
- To possess a training in Civilian Crisis Management – CEPOL or having served in another CSDP Mission (desirable);

PNC ("Police Nationale Congolaise") ORGANISATION EXPERT
(POLRDC 027)
(1 position)

Security Clearance: EU SECRET

Duty Station: Kinshasa (Capital)

Proposed deployment: 12/02/2014

Main tasks:

- To work under the supervision of the EUPOL SSR Coordinator;
- To provide expertise and act as a reference in the field of organisation for the Mission Implementation Structure as well as for the external partners;
- To help record all documentation relating to the PNC Organisation and police departments;
- To assist the PNC in the conceptual and doctrinal framework underlying the PNC restructuring and reform process;
- To assist in identifying priorities in restructuring the PNC and help facilitate the integration of the various law enforcement agencies within one single, integrated police institution;
- To assist in outlining the framework for organisation, management, command and control of the PNC;
- To help installing the concept of Community Policing within the PNC;
- To maintain the necessary contacts with external bodies or service providers involved in the reform, on matters relevant on his/her area of expertise;
- To report to the Head of Mission on the developments relating to its Working Group;
- To carry out any other tasks as delegated by the Head of Mission.

Qualifications and experience:

- Minimum Rank of Major / Superintendent / Chief Inspector, or equivalent in a police service;
- Experience in planning, implementation and management of projects;
- To have a minimum of 5 (five) years of police management experience, with broad professional experience, both in planning and organisational aspects at strategy and command and control level;
- Advanced University Degree in Police Sciences, Social Sciences, Law or equivalent academic training (desirable);
- To have excellent interpersonal and communication skills and teamwork capabilities;
- Fluency in both oral and written French;
- Familiarity with basic IT tools, particularly Word and Excel processing tools;
- To have international experience, preferably in Africa, particularly in crisis areas with multinational and international organisations, and be knowledgeable in the DRC political and legal context (desirable);
- To be able to manage an important volume of work and to prioritize tasks;
- To possess a training in Civilian Crisis Management – CEPOL or having served in another CSDP Mission (desirable).

JUDICIARY POLICE ADVISER (POLRDC 030)

(1 position)

Security Clearance: EU SECRET

Duty Station: Kinshasa (capital)

Proposed deployment: 19/01/2014

Main tasks:

- To work under the supervision of the EUPOL SSR Coordinator;
- To assist and advise the "Officiers de Police Judiciaire" (OPJ) of the PNC ("Police Nationale Congolaise") and to monitor and mentor the crime investigation capability of the OPJ, notably the "Crime Unit", when operational;
- To assist and advise the OPJ capacity of the "Crime Unit" in investigating crimes, in order to enhance the effectiveness and efficiency of the crime police, in accordance with the local legal framework and with full respect for Human Rights;
- To help enhance criminal procedures and reporting, in compliance with the DRC Criminal Procedure Code;
- To advise on crime intelligence collection and assist in gathering and updating criminal police data;
- To help identify the PNC crime investigation shortcomings and propose solutions and projects to improve the situation;
- To advise on the technical and logistics needs supporting the enhancement of the "Police Judiciaire" in Congo, in close partnership with potential international contributors, and facilitate the implementation of projects aimed at upgrading the "Police Judiciaire";
- To carry out any other tasks as delegated by the Head of Mission.

Qualifications and experience:

- Rank of Major / Superintendent / Chief Inspector or equivalent in a police service;
- To have a minimum of 5 years of police experience;
- To have a vocational degree or equivalent training in relevant police management, namely with crime investigation units and forensics;
- To have experience in crime investigations and crime intelligence processing;
- To have excellent interpersonal and communication skills and teamwork capabilities;
- Fluency in both oral and written French;
- Familiarity with basic IT tools, particularly Word and Excel processing tools;
- To have international experience, preferably in Africa, particularly in crisis areas with multinational and international organisations, and be knowledgeable in the DRC political and legal context (desirable);
- To be able to manage an important volume of work and to prioritize tasks;
- To possess a training in Civilian Crisis Management – CEPOL or having served in another CSDP Mission (desirable);

POLICE TRAINING COACH (POLRDC 033)

(1 position)

Security Clearance: EU SECRET

Duty Station: Kinshasa (Capital)

Proposed deployment: 06/01/2014

Main tasks:

- To work under the supervision of EUPOL SSR Coordinator;
- To help enhance training capabilities in compliance with the guidelines of the "Five Years' Planning" of the National Congolese Police (PNC);
- To provide technical advice to heads of Studies Department in the PNC training center;
- To provide assistance to the reorganisation of the Schools and Training Department of the PNC;
- To assist and advise the trainers of the PNC at central level on training methods and techniques, as well as develop new methods of training;
- To accompany and share knowledge with PNC police officials and transmit expertise in the field of training to develop visions, strategies and approaches for the benefit of the organisation;
- To monitor and help improve the skills of the PNC trainers;
- To carry out any other tasks as delegated by the Head of Mission.

Qualifications and experience:

- To be a police officer (Superintendent / Major / Captain) or a civilian with knowledge of a police force;
- To possess a university degree in educational field or equivalent relevant experience;
- To possess specific training and recognised experience in the area of training the trainers within a police service with broad professional experience;
- To possess command experience;
- To have a minimum of 5 years of overall professional experience;
- To have at least 2 years of experience in police training;
- To have excellent interpersonal and communication skills and teamwork capabilities;
- Fluency in both oral and written French;
- Familiarity with basic IT tools, particularly Word and Excel processing tools;
- To have international experience, preferably in Africa, particularly in crisis areas with multinational and international organisations, and be knowledgeable in the DRC political and legal context (desirable);
- To be able to manage an important volume of work and to prioritize tasks;
- To possess a training in Civilian Crisis Management or having served in another CSDP Mission (desirable);

SENIOR POLICE COUNSELLOR – HEAD OF STATION Goma

(POLRDC 036)

(1 position)

Security Clearance: EU SECRET

Duty Station: Goma (North Kivu)

Proposed deployment: ASAP

Main Tasks:

- To work under the supervision of the Deputy Head of Mission;
- To manage the Antenna of Goma at both operational and administrative levels;
- To be responsible for the administration of the international personnel and local staff within the Antenna of Goma;
- To assure all contacts with regional PNC authorities and other partners in order to support the police reform process in eastern DRC;
- To provide expertise and act as a reference in the field of Security Sector Reform (SSR) in his/her capacity as Head of a EUPOL antenna for the Mission Implementation Structure as well as for the external partners;
- To participate in the Stabilisation and Reform Plans established to support the stabilisation efforts in eastern DRC and help ensure proper linkages and harmonisation for the overall reform process of the National Congolese Police (PNC);
- To supervise the linkage between the CSRP and the various projects on SSR matters;
- To assure all necessary contacts with external bodies involved in the reform process;
- As EUPOL representative, participate in the meetings of the SSR;
- To be the EUPOL senior adviser in the field of SSR and in that capacity, support the Head of Mission in the drafting of the Action Plans;
- To carry out any other tasks as delegated by the Head of Mission.

Qualifications and experience:

- Rank of Senior Officer and proven experience in the field of SSR;
- Advanced University Degree in Police Sciences, Social Sciences, Law or equivalent academic training (desirable);
- Minimum of 8 years of relevant professional experience;
- International experience particularly in crisis areas with multinational and/or international organisations (desirable);
- Knowledge of the National Congolese Police (PNC) and the DRC (desirable);
- To have excellent interpersonal and communication skills and teamwork capabilities;
- Fluency in both oral and written French;
- Working knowledge of English;
- Familiarity with basic IT tools, particularly Word and Excel processing tools;
- (desirable) To have international experience in Africa, particularly in crisis areas with multi-national and international organisations (desirable);
- To be able to manage an important volume of work and to prioritize tasks;
- To possess a training in Civilian Crisis Management – CEPOL or having served in another CSDP Mission (desirable);

MISSION SECURITY OFFICER (MSO) Goma (POLRDC 038)

(1 position)

Security Clearance: EU SECRET only

Duty Station: Kinshasa (Capital)

Proposed deployment: 12/02/2014

In line with the EU's Policy on the Security of EU staff deployed outside the EU in an operational capacity under Title V of the TEU (Field Security Policy) and under the authority of the Senior Mission Security Officer (SMSO), the MSO will

Tasks and responsibilities:

- Implement security requirements for EU-led civilian crisis management operations;
- Assist the SMSO in the development of the Mission Security Plan, and all supporting security and safety instructions and procedures;
- Assess the security situation and maintain updated security and contingency plans ensuring that plans for relocation/evacuation to safe havens are current and able to be utilised at short notice;
- Conduct or initiate security surveys of Mission members' personal protective security requirements, transport security, residential and office security;
- Ensure that all security and communications' equipment is kept up-to-date and in a state of operational readiness;
- Conduct regular security drills, communication tests and evacuation exercises;
- Provide briefings to new staff with regard to safety and security issues and ensure that all staff are properly prepared for emergencies;
- Establish liaison as directed and co-operative closely with other international organisations and national law enforcement agencies or other authorities in the member states and third states that the Mission might operate alongside;
- Provide comprehensive reports to the SMSO on any incidents affecting Mission staff and initiate necessary follow up action with the appropriate authorities;
- Generate and elaborate precise and accurate reports on information received that impacts upon the Mission, providing appropriate analyses and assessment of all pertinent information;
- Produce briefings and presentation relating to their sphere of work for the benefit of the Mission;
- Assist in the definition and implementation of the security and safety instructions for the Mission (including risk assessment/evacuation/extraction plans), analysing and assessing the threat level and maintain updated security and contingency plans for the relocation/evaluation;
- Report and assist the SMSO on the security level and state of alert for the Mission staff.
- Provide assistance and appropriate response to Mission members in respect of security measures, ensuring that all necessary actions are provided in support of any related situation, particularly in emergency cases;
- To be responsible for in-depth planning and execution of security operations;
- Travel to High Risk areas and conduct security duties;
- Undertake any other tasks required by the SMSO in support of the objectives of the Mission.

Qualifications and experience:

- - University Degree in Police Sciences, Military Sciences, Social Sciences, security or related fields (or undergraduate degree along with extensive previous experience in security management);
- - **or** a graduate from a military/police academy or civilian security organisation with specialised training in field operations, force protection and/or a demonstrable experience as a Mission Security Officer in a CSDP mission or EUSR team;
- - **or** equivalent combination of education, training and practical experience, preferably with substantial part of it in an international organisation involved in crisis management;
- In all cases professional experience must demonstrate increasing responsibility at management level in the civilian security field or in the military/police field, in particular with regard to the security/protection of personnel, facilities and assets;
- Minimum of 5 years of progressively responsible professional experience at management level in the civilian security sector in the military/police;
- Successful completion of the EU Mission Security Officer Certification Course (desirable);
- Ability to work in a demanding, deadline-driven environment and to establish and maintain effective working relationships with people of different national and cultural backgrounds;
- International experience of an ESDP/CSDP Mission desirable together with experience of multinational and international organisations / Missions;
- Demonstrated ability to contribute creatively to the development of security policies and procedures;
- Excellent organisational, planning, and time-management skills;
- Experience in planning and implementing projects;
- Good interpersonal skills, ability to work in a multicultural, multi-ethnic environment with sensitivity and respect for diversity;
- Highly resilient under mental pressure and willingness to work extra hours when required;
- Solid knowledge of the Mission area and potential security threats;
- Ability to operate Windows and Power Point applications, including Word processing, e-mail, and spreadsheets (Excel);
- Civilian driving license class B and C;
- Fluency in both oral and written French;
- Working knowledge of English (desirable).

HUMAN RIGHTS & CHILD PROTECTION EXPERT (POLRDC 039)

(1 position)

Security Clearance: EU SECRET

Duty Station: Goma (North Kivu)

Proposed deployment: ASAP

Main tasks:

- To work under the supervision of the “Chef d’Antenne”;
- To provide technical assistance in the mainstreaming of gender and violence sexual issues in policies, programme and projects in support of EUPOL in the framework of the police reform and the strengthening of the National Congolese Police's (PNC) capabilities;
- To be responsible for planning and for following up gender equality and sexual violence issues especially in the framework of the police reform and the strengthening of the PNC capabilities;
- To support and organise initiatives intended to raise the Congolese police, justice and army awareness on the gender and sexual violence issues;
- To promote and conduct projects in support of gender, sexual violence and child protection issues in the framework of the police reform and the strengthening of the PNC capabilities;
- To promote gender equality, equal opportunities in the framework of the police reform and the participation of women in conflict resolution, giving advice and guidance, setting standards for achievements and developing plans of action for the PNC;
- To contribute to promote policies aiming at ensuring a better protection of women in the DRC;
- To organise and promote contacts and co-operation on gender and sexual violence issues with other international organisations and non-governmental organisations;
- To help advise and monitor compliance with commitments to equal opportunities in recruitment, reviewing policies and reporting on findings within the PNC;
- To help promote gender equality within the missions and assist the Head of Mission in defining training standards, content and material for the training of mission’s staff on gender-related issues;
- To provide expertise and act as a reference in the field of Human Rights and Child Protection within the police reform sector at the “Antenne de Goma” both for EUPOL and other external partners;
- To represent EUPOL in Human Rights and Child Protection coordination forums in order to ensure consistency between projects to be implemented in the field of the Congolese police reform;
- To maintain the necessary contacts with external bodies involved in the reform or service providers, on matters relevant to the area of Human Rights and Child Protection expertise;
- To provide information and statistics to EUPOL in the field of Human Rights and Child Protection;
- To exchange information with the experts of EUPOL posted at the SE/CSRP and assist in maintaining consistency between different SE/CSRP works/orientations and EUPOL “Antenne de Goma” projects in the field of Human Rights and Child Protection;
- To carry out any other tasks as delegated by the Head of Mission;

- The position is shared with EUSEC RD Congo. It is the responsibility of EUSEC RD Congo to provide the relevant additional guidelines on the tasks to be performed in this framework.

Qualifications and experience:

- Advanced University Degree in Law and Social Sciences with focus on gender, sexual violence and human rights' issues;
- Knowledge of the latest international developments in gender methods, approaches and tools for mainstreaming gender and research in the field;
- Good knowledge of the judiciary and the police issues in post-conflict areas and especially in the DRC;
- International experience, particularly in a crisis zone, in the field of gender, sexual violence and human rights' issues;
- Experience in advising, seminars, training and project management as well as in collaboration, exchanges and developmental work;
- Experience in executing international development tasks in other international organisations is desirable;
- To have proven experience in the field of Human Rights and Child Protection;
- Ability to coordinate and lead a working group;
- Ability to work with other entities on the same programme;
- Ability to initiate and promote projects with institutional and international partners;
- Formal/informal networking with other experts in gender, sexual violence or human rights, as well as child protection matters at international level - experience from civilian crisis management operations will be an advantage;
- To have excellent interpersonal and communication skills and teamwork capabilities;
- Ability to work in a multi-cultural environment;
- Fluency in both oral and written French;
- Knowledge of English (desirable);
- To be able to manage an important volume of work and to prioritize tasks;
- To possess a training in Civilian Crisis Management – CEPOL or having served in another CSDP Mission (desirable).