

EUROPEAN EXTERNAL ACTION SERVICE



ANNEX 1:
Essential requirements and in the specific job descriptions

EU Capacity Building Mission in Niger
(EUCAP Sahel Niger)

Organisation:	EUCAP Sahel Niger		
Job Location:	Niamey		
Availability:	As indicated below		
Staff Regime:	Seconded		
Job Titles/Vacancy Notice:	Reference	Name of the post	Proposed Period of Deployment
	VTENI02	TRAINER: WEAPON INSPECTION TEAM (WIT)	10/05/2014 to 26/06/2014
	VTENI03	TRAINER: OPERATIONS ROOM	19/05/2014 to 27/06/2014
	VTENI13	HOSTAGE NEGOTIATION EXPERT	11/05/2014 to 31/05/2014
	VTENI14	INVESTIGATION TECHNICS EXPERT	31/03/2014 to 13/04/2014
	VTENI15	WITNESS & VICTIM PROTECTION EXPERT	08/06/2014 to 28/06/2014
	VTENI16	TRANING POLICY EXPERT	15/04/2014 to 31/05/2014
	VTENI17	EVALUATION AND MONITORING EXPERT	15/04/2014 to 31/05/2014
	VTENI 18	LOGISTICS / TRANSPORTATION TRAINING EXPERT	15/04/2014 to 31/05/2014
Deadline for applications:	Friday 21 February 2014 close of business (17:00 hrs. Brussels time).		
E-mail address to send the Job Application	eeas-cpcc-eucap-niger@eeas.europa.eu		

Form/CV:	
Information:	For more information relating to selection and recruitment, please contact the Civilian Planning and Conduct Capability (CPCC): Mr Aurel Hariton e-mail: aurel.hariton@ext.eeas.europa.eu

Seconded Personnel – Only personnel nominations received through official channels from EU Member States will be considered. The Mission pays the daily allowances for Visiting Experts, the travel costs to and from the place of deployments reserved by the Mission and any duty travel undertaken by Visiting Experts while on deployment. Each EU Member State bears the salary and other costs related to the Visiting Experts put at the Mission's disposal, according to Council document 8551/12 (4 April 2012).

Tour of Duty – The duration of the deployment is indicated in the Job Descriptions.

The Civilian Planning and Conduct Capability (CPCC) requests that EU Member States propose candidates for the following international Visiting Experts' positions for EUCAP SAHEL Niger, according to the requirements and profiles described below.

A. Essential requirements

EUCAP SAHEL Niger is a French-speaking Mission.

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

Citizenship – Citizenship of 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 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.

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. English report writing skills would be an asset.

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

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

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

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 a good knowledge of the history, culture, social and political situation of the country. To have a good knowledge of the police 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 or local languages will be an asset.

C. Essential documents for selected candidates

Passport – The participants must obtain a passport from the respective national authorities. However, seconding EU Member States should preferably 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 – EU 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 – It is desirable that the selected candidate possesses the necessary level of security clearance (*EU Restricted*) when deployed.

Certificate/Booklet of vaccination – EU Member States have ultimate responsibility for ensuring their Visiting Experts have adequate vaccinations consistent with the agreed "Medical Support Principles" (ARES 2011/290250).

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 EU Member State. A copy of this certification must accompany deployed seconded 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 of driving license is desirable.

D. Additional information on the selection process

The EU strives for improved gender balance in CSDP operations in compliance with UNSCR 1325. The Civilian Planning and Conduct Capability (CPCC) encourages EU Member States 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 will be selected by the Mission through the assessment of the applications and individual interviews. 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 EU Member State will bear any related costs.

Information on the outcome – EU Member States will be informed via CPCC about the outcome of the selection process after its completion.

TRAINER: WEAPON INSPECTION TEAM (WIT)

(VTENI 02)

(1 position)

Security Clearance: EU restricted

Duty station: Niamey

Proposed period of deployment: 10.05.2014 – 26.06.2014

Main tasks:

Under the Inter-operability Team Leader:

- Trains selected members of the Nigerien Defence and Security Forces on the dangers of explosive devices and how to identify them;
- Trains selected members (Company commanders) of the Nigerien Armed Forces on the needs for the criminal investigation on the crime scene/battlefield, and on the benefits of a strict method of collecting evidences;
- Trains and advises the Nigerien Armed Forces (destruction teams) to cooperate in this area with the investigators of the Nigerien Security Forces.

Qualifications and experience:

- Rule of Law Officer;
- Officer serving in a WIT or a ballistic expert working in a forensic laboratory (desirable);
- A minimum of 5 years of relevant professional experience;
- Having served in an operational field as weapon expert (desirable);
- Excellent interpersonal communication skills and teamwork capacity;
- Proficiency in written and spoken French;

TRAINER: OPERATIONS ROOM

(VTENI 03)

(1 position)

Security clearance: EU restricted

Duty station: Niamey

Proposed period of deployment: 19.05.2014 - 27.06.2014

Main tasks:

Under the Inter-operability Team Leader:

- Helps to define the roles of both, the control room shift supervisors and the operators and their required skills;
- Supports the drafting of a handbook (or a checklist) for distribution;
- Trains selected members of the Nigerien Security Forces on the main tasks that the control room shift supervisor has to perform. Uses «lessons learned» and actual cases;
- Introduces the trainees to the requirements of the work environment, transferring knowledge and showcasing supervision products (hardware and software);
- In cooperation with the “operation room expert” of the Mission, collects information about the local CIS equipment and trains the trainees to use it;
- Develops the quick response and decision taking abilities of the trainees in emergency situations; uses lessons learned, concrete cases and exercises;
- Enhances the analyzing and reporting skills of the operators.

Qualification and experience

- Rule of Law Officer;
- The applicant must have performed the duties of the control room shift supervisor for a minimum of 2 years;
- Proven experience in the field of training and/or technical advice;
- Previous experience in Africa (desirable);
- Proficiency in written and spoken French.

HOSTAGE NEGOTIATION EXPERT

(VTENI 13)

(1 position)

Security clearance: EU restricted

Duty station: Niamey

Proposed period of deployment: 11.05.2014 – 31.05.2014

Main Tasks:

Reporting to the Rule of Law Team Leader, the visiting expert will plan and conduct a training workshop for law enforcement officers in crisis management of hostage negotiation:

- Develops curricula and conduct training of managerial personnel in crisis management and hostage negotiation;
- Establishes with the Nigerien Authorities a chain of command in crisis situations;
- Elaborates with the partners an employment policy in the field of Crisis management.

Qualification and expérience

- Senior Rule of Law Officer;
- Hostage negotiation and training skills;
- 10 years of experience in Law enforcement, especially criminal investigation;
- Excellent skills in written and spoken French.

INVESTIGATIVE TECHNICIS EXPERT

(VTENI 14)

(1 position)

Security clearance: EU restricted

Duty station: Niamey

Proposed period of deployment: 31.03.2014 – 13.04.2014

Main Tasks

Reporting to the Rule of Law Team Leader, the visiting expert will plan and conduct a workshop for law enforcement officers about investigative techniques.

- Develops curricula and conduct training in the field of investigative techniques;
- Conducts an exercise of shadowing with trainees (vehicles and radios provided);
- Plans an exercise in performing efficient searches;
- Teaches how to collect information, establish a database and exploit the intelligence gathered.

Qualification and experience

- Senior Rule of Law Officer;
- 10 years of experience in Law enforcement, especially in criminal investigation;
- Training skills;
- Excellent skills in written and spoken French.

WITNESS & VICTIM PROTECTION EXPERT

(VTENI 15)

(1 position)

Security clearance: EU restricted

Duty station: Niamey

Proposed period of deployment: 08.06.2014 – 28.06.2014

Main Tasks

Reporting to the Rule of Law Team Leader, in collaboration with the Human Rights & Gender Expert and the Justice Liaison Officer.

The visiting expert plans and conducts a workshop with mainly representatives of the Ministry of Justice and law enforcement officers regarding the strengthening of the witness and victim protection foremost in the area of terrorism and organized crime.

- Introduces the topics of witness and victim protection including international tendencies and national operational methods for witness and victim protection;
- Elaborates with Nigerien partners the possible legal draft framework in the area of victim and witness protection on legal and operational level.

Professional qualifications

- Magistrate or Rule of Law Officer with a specialization in criminal law;
- 5 years of professional experience in law enforcement; extensive work experience in the protection of witnesses and victims;
- Experience in elaborating legal texts highly (desirable);
- Experience and knowledge of international human rights standards in the area of witness and victim protection;
- Experience in preparing and performing trainings;
- Experience in international missions and/or development cooperation in the justice sector in Africa is an asset;
- Proficiency in spoken and written French.

TRAINING POLICY EXPERT

(VTENI 16)

(1 position)

Security Clearance Level: EU Restricted

Duty Station: Niamey

Proposed dates of deployment: 15.04.2014 -31.05.2014

Main Tasks

The Training Policy Expert reports directly to the Sustainability Team Leader. The Expert will work in close cooperation with the Evaluation and Monitoring Visiting Expert.

- Helps to implement the mission's sustainability strategy with regard to all mission's training activities;
- Develops harmonized course, module, evaluation and templates;
- Supports the implementation of the training of trainers' concept by developing, in cooperation with the EUCAP trainers, standardized training objectives;
- Provides advice and support to the EUCAP trainers for the mentoring phase of the post-train the trainers activities in order to reinforce local ownership;
- Organizes and coordinates peer review exercises to integrate all EUCAP training curricula into national Nigerien training programs;
- Complements the work of the evaluation and monitoring expert in the quality control of provided training.

Qualifications and Experience

- Military, Rule of Law Officer or Civilian;
- University degree or formal training in political science, social science, economics, statistics or related disciplines;
- 3 years of relevant experience as a training manager with at least 2 years in national security forces or in a crisis management military operation or civilian mission;
- Excellent analytical, synthesis and drafting skills;
- Excellent organizational and coordination skills;
- Experience of operations/mission and/or cooperation in Africa (desirable);
- Excellent interpersonal skills, ability to engage with senior officials, ability to work in a multi-cultural and multi-ethnic environment with sensitivity and respect for diversity.
- Excellent skills in written and spoken French.

MONITORING AND EVALUATION EXPERT

(VTENI 17)

(1 position)

Security Clearance Level: EU Restricted

Duty Station: Niamey

Proposed dates of deployment: 15.04.2014 -31.05.2014

Main Tasks

The Monitoring and Evaluation Expert reports directly to the Sustainability Team Leader.

- Develops analytical indicators to monitor, evaluate and assess current and future training outcomes, outputs and Return on Investment according to Kirkpatrick's model;
- Analyses and interprets the results and data, drafts reports with lessons learned and suggestions for best practice;
- Designs a training module on how to develop indicators, analytical and statistical evaluation methodologies to evaluate training impacts.

Qualifications and Experience

- Military, Rule of Law Officer or Civilian;
- University degree or relevant training in economics, statistics, or related disciplines;
- 3 years of relevant experience in training, monitoring and evaluations as well as experience in data quality analysis; of which 2 years in national security forces;
- Excellent knowledge of the Kirkpatrick's model;
- Excellent analytical, synthesis and drafting skills;
- Experience of operations/mission and/or cooperation in Africa (desirable);
- Excellent interpersonal skills, ability to engage with senior officials, ability to work in a multi-cultural and multi-ethnic environment with sensitivity and respect for diversity;
- Excellent skills in written and spoken French.

LOGISTICS/ TRANSPORTATION TRAINING EXPERT

(VTENI 18)

(1 position)

Security Clearance Level: EU Restricted

Duty Station: Niamey

Proposed dates of deployment: 15.04.2014 -31.05.2014

Main Tasks

The Logistics / Transportation Training Expert reports directly to the Sustainability Team Leader.

- Helps to implement the strategy to develop the Nigerien Security Forces' sustainability capacity in fleet management;
- Trains the trainers in the field of vehicle maintenance, new electronic technologies for 4x4 and Heavy Wheeled Vehicles, pickups and motorcycles;
- Reviews current national training curricula and adapts or redesigns them to include technological, mechanical and/or electronic innovations;
- Designs and provides training to trainers and to senior officers of the Nigerien Security Forces responsible for the logistic department and the fleet repair/maintenance workshops on how to develop and implement maintenance, stocking and supply systems, log books, inventory database systems, assessment of follow up systems in fleet management.

Qualifications and Experience

- Military, Rule of Law Officer or Civilian;
- University degree in mechanical engineering and new technologies for 4x4 vehicles and Heavy Wheeled Vehicles;
- 5 years of relevant experience in the field of logistics with a minimum of 4 years in transportation and fleet management;
- A minimum of 2 years of experience in fleet management for national security forces;
- Experience of operations/mission and/or cooperation in Africa (desirable);
- Excellent interpersonal skills, ability to engage with senior officials, ability to work in a multi-cultural and multi-ethnic environment with sensitivity and respect for diversity;
- Excellent skills in written and spoken French.