

NOTIFICATION OF A VACANCY  
AT JOINT FORCE COMMAND, POST-BOX 270, NL- 6440 AG BRUNSSUM

DUTY LOCATION: BRUNSSUM, NL

JOB TITLE: Administrator (Socio-cultural Analyst 1 and 2)  
Knowledge Development Section – Knowledge Centre Branch  
Knowledge Management Directorate – HQ JFC Brunssum

GRADE: A-2            POST NUMBERS: OJN KRJ 0190 and OJN KRJ 0200

CLOSING DATE: 14 June 2010

Post Context

HQ JFC Brunssum is the Headquarters at NATO's operational level of command that is capable of commanding one Major and two Small Joint Operations simultaneously. Knowledge Management Directorate is responsible for the operational preparation of personnel and the delivery of actionable knowledge and products for the Operational Directors. The Knowledge Centre gathers analyses and assesses information and intelligence from specific areas of interest. The Knowledge Development Section conducts the analysis and assessment of all sources of Political, Military, Economic, Social, Infrastructural, Informational (PMESII) aspects and Intelligence with the aim of developing actionable Knowledge. It provides a holistic view of the engagement space through a System of Systems Analysis (SoSA) of the area of intelligence interest and supports the Commander and Directorates with effect analysis to identify the most effective Political, Military, Civil and Economic instruments available to achieve the desired effects. The incumbent is responsible for: conducting the analysis and assessment of Socio- cultural Information and Intelligence with the aim to develop actionable knowledge.

Reports to

Section Head (Knowledge Development Section)

Duties

- Studies the Socio- Cultural systems in order to get a holistic view.
- Develops detailed knowledge maps of individual systems.
- Highlights relationships and interactions within / among systems.
- Identifies system vulnerabilities and related leverage points.
- Derives better understanding of coherence of power.
- Determines what is essential in operational environment.
- Conducts the analysis and assessment of Socio- cultural Information and Intelligence with the aim to develop actionable knowledge
- Manages and coordinates the Knowledge Development process encompassing all internal and external contributors.
- Provides the holistic view of the engagement space, by fusing all the information coming out the Socio- Cultural analysis with those coming out the other domains analysis.
- Provides a systems understanding of the complex and interconnected engagement space, the composite of the conditions, circumstances, and influences that affect the employment of capabilities.

- Supports the Commander and Directorates with effect analysis to identify the most effective Socio- Cultural means available to achieve the desired effects.
- Gets a cross-PMESII view on the adversary and environment, fusing all the systems knowledge already produced by the other PMESII analysts and indentifying linkages between nodes in other PMESII areas.
- Highlights relationships, dependencies, and interactions within/among systems and support the decision making on how to influence the systems in order to achieve the desired effects and determining what is essential in the engagement space.
- Complements the Comprehensive Picture of the Engagement Space products by the cross-PMESII effort of the entire SoSA team.
- Supports the OPS Directorate with SME Knowledge, analytical support, holistic Analysis and finished intel products.
- Participates in the ACE reporting system, producing verbal and written reports as necessary.
- Participates in crisis management, when required.
- Conducts 7 steps of the SoSA process.
- Undertakes work as part of a project team or working group as directed or assigned.
- Dependent on requirements may be required to direct and supervise the work priorities of an ad hoc or permanent team within the functional area.
- Performs other related duties as may be directed or assigned.
- Supports Ex Intel scenario development as required.
- Supports OPP and may be called upon to perform like duties elsewhere in the Headquarters, according to the exigencies of the service.
- May be required to support 24hr intelligence efforts.
- May be assigned as a project team leader.
- The employee may be required to perform a similar range of duties elsewhere within the organisation at the same grade without there being any change to the contract
- The incumbent may be required to undertake operation deployments and/or TDY assignments both within and without NATO's boundaries.
- The work is normally performed in a typical Office environment. Normal Working Conditions apply. The risk of injury is categorised as: No Risk  
Risk might increase when deployed on missions, exercises and temporary duty depending on the local situation.

## QUALIFICATIONS

### A. Essential

#### 1. Professional/Experience.

Minimum 2 years experience in socio-economics or related field.

Minimum 1 year experience as analyst.

Previous International experience working for UN, NATO, EU, National Commerce or Development Departments involved in foreign development.

2. Education/Training.

University Degree in criminology, administration of justice, behavioural or social psychology, criminal law, comparative general management, police, public or business administration, political theory or related discipline and 2 years related experience or a Higher Secondary education and completed advanced vocational training in that discipline leading to a professional qualification or accreditation with 4 years related experience.

3. Language.

The work both oral and written in this post and in this Headquarters as a whole is conducted mainly in English.

“Good” English Language Skills are required

4. Standard Automated Data Processing (ADP) Knowledge.

Word Processing, Spreadsheet, Graphics presentation, Database, E-mail Client/Web Browser: Good Working Knowledge

5. Personal Attributes.

Able to integrate into a military organisation and work in a team

Able to work under pressure and with short suspenses

Able to work outside normal office hours and environment

Able to solve problems with minimal guidance

Able to travel regularly to other HQs for coordination

Ready to deploy temporarily to deployed HQ in support of development of Security requirements

Good health.

B. Desirable

1. Professional/Experience.

Previous experience in an intelligence functional area.

Professional experience in the SoSA process both at NATO and national level.

2. Education/Training.

Master Degree in sociology, anthropology or related field.

BISCT and AIST course

NATO Intelligence Course (NS) - NATO School Oberammergau (DEU)

NATO Operational Planning Course (OPC) (NR) - NATO School Oberammergau (DEU)

NATO Intelligence Warning System (NIWS) Course (NS) - NATO School Oberammergau (DEU)

C. Remarks

1. Professional Contacts

All other HQ Directorates

Deployed forces Security SMEs

Higher and Lower NATO HQ's supporting the deployed forces

NATO and national agencies supporting the deployed forces

National HQs with responsibilities with deployed forces Security Support

2. Contribution to the Objectives

Systems analysis does represent the most important contribution to Knowledge development function.

Directly impacts upon the security advice and policy guidance provided to the HQ, subordinate commands and deployed formations.

CLOSING DATE FOR APPLICATION: 14 June 2010

**Before applying:** please carefully read 'General information for applicants' published on [www.jfcbs.nato.int](http://www.jfcbs.nato.int), **vacancies**.

Any application not in accordance with these instructions will not be accepted.