

EUROPEAN EXTERNAL ACTION SERVICE



Annex 1 **European Union Police Mission in the Palestinian territories** **(EUPOL COPPS)**

Advertisement for seconded/contracted staff members

Organisation:	EUPOL COPPS		
Job Location:	Palestine		
Availability:	As indicated below		
Staff Regime:	Seconded		
	Ref.	Name of the post	Available on
		Seconded:	
	HoMS02	Deputy Head of Mission	01-09-2013
	AdvS21	Deputy Head of Police Advisory Section	22-09-2013
	AdvS02	Police Adviser	23-10-2013
	AdvS04	Police Adviser	01-08-2013
	AdvS13	Police Adviser	01-10-2013
	AdvS14	Police Adviser	28-08-2013
	AdvS15	Police Adviser	12-09-2013
	AdvS17	Police Adviser (Senior)*	13-11-2013
	AdvS18	Police Adviser	28-08-2013
	AdvS23	Police Adviser	07-11-2013
	AdvS24	Police Adviser (Senior)	13-09-2013
	ProgS06	Programme Adviser	ASAP
	RoLS04	Prosecution Expert	01-09-2013
	RoLS05	Justice Expert	24-06-2013
	RoLS06	Justice Expert	ASAP
	RoLS14	Prison & Detention Expert	24-06-2013
Deadline for applications:	21 June 2013		
E-mail address to send the Job Application	cpcc.eupolcopps@eeas.europa.eu		

Form/CV:	
Information:	<p>For more information relating to selection and recruitment, please contact the Civilian Planning and Conduct Capability, CPCC,</p> <p>Mr. Jørn Laursen E-mail: cpcc.cfc@eeas.europa.eu</p>

*** Post availability subject to a non-confirmation to an extension request**

Seconded Personnel – For seconded positions, only personnel nominations received through official channels from Member/Contributing 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). Personnel seconded from Third Contributing States are not entitled to receive allowances paid according to document 7291/09 (10 March 2009).

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 Civilian Planning and Conduct Capability, CPCC, requests that Member/Contributing States propose candidates for the following international expert positions for the EUPOL COPPS, according to the requirements and profiles described below:

A. Essential requirements

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

Citizenship – Citizenship of a Member State of the European Union (EU) or of a Contributing Third State 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.

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.

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 Contributing/Member States.

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

Driver's licence – Be in possession of a valid - including Mission area - civilian driver license for motor vehicles (Category C or equivalent is now required to drive armoured vehicles in Israel, and it is therefore highly desirable). Able to drive any 4 wheel drive vehicles.

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.

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 Middle East – To have a good knowledge of the history, culture, social and political situation of the region. 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 Arabic or Hebrew will be an asset.

C. Essential documents for candidates

Passport – The participants must obtain a passport from the respective national authorities valid for at least 2 years.

Visas – Member/Contributing 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 has 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.

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/Contributing State. A copy of this certification must accompany deployed seconded/contracted personnel.

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 Member/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 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/Contributing State will bear any related costs.

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

Deputy Head of Mission (HoMS02)*

The Deputy Head of Mission will assist the Head of Mission (HoM) in leading and directing all Mission activities and personnel including by providing overall strategic and operational guidance and management. The incumbent will be responsible for and oversee the operational activities of the Mission and will be part of the Senior Management Team of the Mission.

Main tasks:

- To assist the HoM in planning, directing, coordinating and managing the Mission activities and personnel in the accomplishment of Mission's tasks and mandate implementation.
- To contribute to the development of strategies and plans.
- To be responsible for the operational activities of the Mission by directing, distributing and following up the internal work-flow and the operational output of the Mission.
- To chair the weekly Operational Management Team (OMM) meetings, manage its agenda and to ensure appropriate follow-up decisions.
- To ensure the proper internal coordination of the different operational sections of the Mission.
- To oversee the drafting and follow up of the internal operational work plans to ensure that the Mission's strategic objectives and operational goals are met.
- To assist the HoM in the day-to-day management of the Mission.
- To assist the Head of Mission in the selection of personnel.
- On delegation of the HoM, to exercise disciplinary control over all international and local staff in the mission.
- To act for the HoM in his absence.
- To undertake any other tasks required by HoM.

Qualifications and Experience:

- University degree in Police Sciences, Law, Public Administration or other relevant field or equivalent police professional training with at least 10 years professional experience in a senior managerial position within the Police, Ministry of the Interior or other relevant government body responsible for internal security and policing.
- Excellent interpersonal skills and abilities to share the strategic vision of the HoM and communicate it both internally and externally including in a culturally and politically challenging environment.
- Sound proven management skills at national or international level with experience of both strategic and operational management.
- Good understanding of the concept of Civilian Policing and Primacy, Rule of Law, Human Rights and the entire chain of Criminal Justice (from Police to Prison), in an institution building and development context.
- Excellent level of spoken and written English.
- Project management knowledge (desirable).
- International experience particularly in relation to crisis areas or international organizations (desirable).

Deputy Head of the Police Advisory Section (AdvS21)

Main tasks:

Under the supervision of the Head of the Police Adviser Section, the Deputy Head of the Police Adviser Section will:

- Advise and assist the Head of the Police Adviser Section in all matters in support of EUPOL COPPS mission priorities and goals;
- Provide guidance, direction and support to the staff of the Police Adviser Section for project-related activities;
- Attend and represent the section at all meetings as directed by the Head of the Police Adviser Section, including but not limited to Senior Management Team (SMT), Operational Management Meetings (OMM), donor meetings, Mission Implementation Meetings (MIP), etc;
- Conduct performance evaluations of the Police Adviser Section Advisers as directed by the Head of Police Adviser Section;
- Closely coordinate with the Programme Section in relation to programme/project design, donor coordination and implementation of projects;
- Monitor progress of the Police Advise Section staff in the activities set in the relevant work plans and ensure coherence of activities with the overall mission goals;
- Produce high quality reports relating to the achievements of the Police Adviser Section;
- Assist the Head of Police Adviser Section in all of her/his duties and act on her/his behalf when she/he is away;
- Undertake any other tasks assigned by the Head of the Police Adviser Section within his/her area of responsibility, the AOR being West Bank Palestinian Civil Police HQ, Districts and/or Specialized Branches facilities.

Qualifications and Experience:

- A university degree in Police Sciences, Law, Public Administration or other relevant field or equivalent police training;
- Minimum of 8 years professional experience in a managerial position within the Police, Ministry of Interior or other relevant government body responsible for internal security and policing;
- Experience of financial planning, performance evaluations, strategic planning, human resource allocation and business development;
- Wide range of experience on a variety of aspects of policing;
- Good understanding of the concept of civilian policing and the primacy of the rule of law, Human Rights and the entire chain of criminal justice (from police to prison) in an institution building and development context;
- Project management knowledge and experience;
- Excellent interpersonal skills to allow effective communication in a culturally and politically sensitive environment;
- Ability to operate Microsoft Office package (Word, Excel, PowerPoint, Outlook);
- Excellent level of written and spoken English.

Police Adviser (AdvS02)

Main tasks:

- Under the overall supervision of the Head of Police Advisory Section the Police Adviser Uniformed Police, Traffic Police will:
- Collect, analyze and disseminate information on all relevant policing activities within his/her area of responsibility, the AOR being West Bank Palestinian Civil Police Districts and/or Specialized Branches facilities;
- Facilitate and mentor implementation of approved projects within his/her geographical area;
- Participate in project mentoring committees within his/her specialist area;
- Advise and provide close mentoring to Palestinian Civil Police on management of traffic police protocols and policy as well as all related issues;
- Establish and develop professional working relationships with relevant authorities and civil society organizations in AOR;
- Develop short and longer-term policing plans together with Traffic Police Department Commander, District Commanders and other relevant stakeholders in AOR;
- Identify and facilitate interventions under the Small Projects Scheme;
- Monitor and follow-up on implemented Small Projects Scheme projects;
- Stay informed of all development relating to security and policing in AOR;
- Assist in development and conduct of local training;
- Undertake any other related tasks as required by the Head of Police Advisory Section;

Qualifications and Experience

- Proven ability to effectively manage change in difficult and tense environments.
- To have a minimum of 5 years of police management experience, with broad professional experience in planning, operational and organizational aspects of police services.
- Demonstrate experience in Traffic Police and modern Traffic Police Techniques, General Policing, and Training Department service or equivalent in a police organization.
- Demonstrate experience in road safety campaigns;
- Demonstrate experience of organizational management of road safety awareness campaigns and interaction between different Ministries involved, Transport, Interior, Health and that in coordination with local District police services;
- International experience, particularly in crisis areas with multi-national and international organizations.
- Ability to process and analyze information and data.
- Project management experience (desirable).
- Training background beneficial.
- Excellent level of written and spoken English.

Police Adviser (AdvS04)

Main tasks:

Under the supervision of the Head of the Police Adviser Section, the Police Adviser will:

- Advise and assist police managers and trainers responsible for training in support of EUPOL COPPS mission aims;
- Mentor and advise on training related matters in general and especially on training related to uniformed police, including the development of course curriculum, lessons plans, evaluation and assessment tools;
- Monitor quality of training programmes and advice regarding improvements;
- Support, co-ordinate and facilitate training courses at the Jericho Police Training Centre;
- Facilitate and mentor implementation of projects within his/her specialist area;
- Participate in project mentoring committees within his/her specialist area;
- Identify training opportunities within and external to the Palestinian Occupied Territory;
- Report on project implementation;
- Support, develop, co-ordinate, facilitate and deliver in-service or developmental training courses in cooperation with the Palestinian Civilian Police (PCP) as required;
- Support police advisers responsible for projects related to his/her secondary skills;
- Undertake any other tasks assigned by the Head of the Police Adviser Section.

Qualifications and Experience:

- A university degree in Law, Public or Business Administration, Police Sciences, Educational Sciences, Economics, or equivalent academic training or police training;
- Extensive police training background, preferably in an international setting;
- Experience in Criminal Investigation Departments with diverse areas of expertise, e.g. family protection, anti-narcotics or juvenile investigation units (desirable);
- Experience in curriculum development (course training standards, lesson plans, evaluation and assessment tools);
- Experience in dealing with operational training issues, preferably in a police training institution environment;
- An understanding of the link between Human Resources and Training in a policing environment;
- Project management experience and an ability to utilise this experience in police training projects;
- Demonstrated ability to overcome obstacles, persuade individuals, show flexibility and persistence in achieving goals and objectives;
- Excellent interpersonal skills to allow effective communication in a culturally and politically sensitive environment;
- Ability to operate Microsoft Office package (Word, Excel, PowerPoint, Outlook);
- Excellent level of written and spoken English.

Police Adviser (AdvS13)

Main tasks:

Under the supervision of the Head of the Police Advisory Section the Police Adviser will:

- Support and provide analytical and strategic advice to the relevant counterparts in the PCP concerning Command and Control (Operations rooms and Patrolling) development and related projects within his/her area of responsibility, the AOR being West Bank Palestinian Civil Police Districts and/or Specialized Branches facilities;
- Mentor and advise relevant counterparts in the PCP, mainly but not exclusively at the central HQ of the PCP, on the strategic and operational command and control strategy, training programme and joint operations;
- Maintain close, outcome based contact with and provide coordination to all relevant local counterparts and other international organizations operating in field of Palestinian Civilian Policing;
- With your dedicated counterpart, examine all possible areas for development and enhancement of the PCP Operations Rooms and the training of their staff, formulating a business improvement plan by which to increase capability and capacity;
- Provide support on project development, implementation and coordination to counterparts in the PCP in coordination with EUPOL COPPS Programme Section;
- Provide coordination assistance between PCP, UN and other implementing agencies and EUPOL COPPS;
- Undertake any other tasks required on behalf of the Head of the Police Advisory Section.

Qualifications and Experience:

- University degree in Police Sciences, Law, Public Administration or other relevant field combined with professional police training, with at least 5 years of professional experience in senior Management position within his/her national police force/organization;
- Wide range of experience on a variety of aspects of policing;
- At least 2 years experience of working within a Command and Control policing environment, to include operational police planning and in a supervisory/managerial position within an operational Control Room
- At least 5 years experience in front line supervisory / managerial operational uniform patrol role Additional Road Traffic Policing and Firearms Incident Command experience would be most beneficial but not essential.
- Understanding of the importance of the primacy of civil policing, Rule of Law, Human Rights, i.e. the whole chain of Criminal Justice (from Police to Prison) in a capacity building and development context;
- Project Experience, e.g. steering groups, project member/manager from projects focused on implementing new working methods or development in general;
- Ability to provide advice with a full understanding for the concept of local ownership;
- Excellent interpersonal skills which will facilitate effective communication in a culturally and politically sensitive environment;
- Excellent level of written and spoken English.

Police Adviser (AdvS14)

Main tasks:

Under the overall supervision of the Head of the Police Advisory Section, the Police Adviser will:

- Provide specialist advice and close mentoring to the Palestinian Civil Police in the area of Criminal Investigations, crime scene management and basic forensic sciences in accordance with the Mission Mandate and in cooperation with other stakeholders within his/her area of responsibility, the AOR being West Bank Palestinian Civil Police Districts and/or Specialized Branches facilities;
- To develop criminal intelligence, intelligence led policing and proactive crime prevention in accordance with the Mission's mandate and in cooperation with other stakeholders;
- To support and advise the Palestinian Civil Police Criminal Investigation Department in developing their strategies, techniques, structure, training and infrastructure;
- Closely mentor and support PCP coordination of investigations in specific cases as appropriate;
- Cooperate and Co-ordinate with the EUPOLCOPPS Rule of Law section and Palestinian Justice sector;
- Identify and facilitate implementation of projects within the area of Criminal Investigations, crime scene management and basic forensic sciences;
- Follow up and report on the implementation of all mission's CID related activities and projects;
- Provide support on project development, implementation and coordination mechanisms to counterparts in the PCP in coordination with EUPOL COPPS Programme Section;
- Provide coordination assistance between PCP, UN and other implementing agencies, and EUPOL COPPS;
- Undertake any other tasks required on behalf of the Head of the Police Advisory Section.

Qualification and experience:

- A university degree in Law, Public or Business Administration, Police Sciences, or equivalent academic or police training;
- Minimum of 5 years professional experience in a managerial position within the Police, Ministry of Interior or other relevant government body responsible for internal security and policing;
- Solid proven experience in a criminal investigation department at different levels of responsibility and in different areas of expertise including management;
- Full understanding of criminal intelligence procedures and handlings including the concept of intelligence lead policing;
- Good understanding and experience of CID procedures and techniques;
- Ability to provide advice with a full understanding for the concept of local ownership;
- Project experience, e.g. steering groups, project member/manager from projects focused on implementing new working methods or development in general;
- Excellent interpersonal skills which will facilitate effective communication in a culturally and politically sensitive environment;
- Excellent level of written and spoken English.

Police Adviser (AdvS15)

Main tasks:

Under the overall supervision of the Head of the Police Advisory Section, the Police Adviser will:

- Advice and mentor the Palestinian Civil Police (PCP) in the implementation of reform of police training centres and the setting up of educational support mechanisms, in accordance with EUPOL COPPS mandate and goals and in cooperation with other multilateral and bilateral programmes;
- Advise and mentor PCP trainers and instructors on all training development matters. This includes development of national curricula, training strategies, as well as fair and impartial human resources policies for training and specialisations;
- Support the PCP in sustaining the Palestinian College for Police Sciences (PCPS) in Jericho, with the aim of strengthening professional capacity and ensuring sustainability. Support, coordinate and facilitate training courses at the PCPS ;
- Promote training of senior management in the Palestinian Civil Police;
- Monitor the quality of training programmes and advise on improvements within his/her area of responsibility, the AOR being PCPS, West Bank Palestinian Civil Police Districts and/or Specialized Branches facilities;
- Identify other Security Sector-related training opportunities in support of the Palestinian Authority and in accordance with the Mission's mandate;
- Liaison with other security sector reform agencies with similar mandates;
- Assess, develop, implement, and evaluate small projects that support PCPS ;
- Provide support on project development, implementation and coordination mechanisms to counterparts in the PCP training administration and PCPS in coordination with EUPOL COPPS Programme Section;
- Provide coordination assistance between PCP, UN and other implementing agencies and EUPOL COPPS;
- Undertake any other tasks required on behalf of the Head of the Police Advisory Section.

Qualifications and experience:

- A university degree in Law, Public or Business Administration, Police Sciences, or equivalent academic or police training;
- At least 5 years of management experience in a strategic position within the Police, the Ministry of Interior or other relevant government body;
- Solid experience and background at management level in police training and development of police training material;
- Experience in curriculum development, course training standards, lesson plans, evaluation and assessment tools;
- Working experience in training, policing, appropriate responsibilities at management and strategic decision-making level;
- Ability to provide advice with a full understanding for the concept of local ownership;
- Project experience, e.g. steering groups, project member/manager from projects focused on implementing new working methods or development in general;
- Excellent interpersonal skills which will facilitate effective communication in a culturally and politically sensitive environment;
- Excellent level of written and spoken English.

Police Adviser (Senior) (AdvS17)*

Main tasks:

Under the overall supervision of the Head of the Police Advisory Section, the Police Adviser will:

- Advise and assist senior police managers responsible for training in the Palestinian Civilian Police (PCP) within his/her area of responsibility, the AOR being West Bank Palestinian Civil Police HQ, Palestinian College for Police Sciences (PCPS), Districts and/or Specialized Branches facilities;
- Mentor and advise on training-related matters in general and particularly on training related to uniformed police, including the development of training strategies and course curriculum;
- Monitor quality of training programmes and advise regarding improvements;
- Support, co-ordinate and facilitate training courses at the PCPS;
- Support and advise on cooperation and co-ordination between Human Resources and Training in a policing context;
- Facilitate and mentor the implementation of projects within his/her specialist area;
- Identify training opportunities internally and externally of the Palestinian Territories;
- Support, develop, co-ordinate, facilitate and deliver in-service or developmental training courses in cooperation with the PCP as required;
- Provide support on project development, implementation and coordination mechanisms to counterparts in the PCP in coordination with EUPOL COPPS Programme Section;
- Provide coordination assistance between PCP, UN and other implementing agencies, and EUPOL COPPS;
- Undertake any other tasks required on behalf of the Head of the Police Advisory Section

Qualification and Experience

- A university degree in Law, Public or Business Administration, Police Sciences, or equivalent academic training or police training;
- Minimum of 8 years professional experience in a managerial position within the police, Ministry of Interior, or the relevant government body responsible for internal security and policing;
- Extensive police training background, preferably in an international setting;
- Experience in curriculum development, course training standards, lesson plans, evaluation and assessment tools;
- Experience in dealing with strategic training issues in police training institution environments at a senior level;
- Experience in the mentoring of and advising to police school management;
- Experience with the operational and administrative aspects of managing police training institutions – logistics, administration, academics, information management;
- An understanding of the link between Human Resources and Training in a policing context;
- Ability to utilise this experience in police training projects;
- Ability to provide advice with a full understanding for the concept of local ownership;
- Project experience, e.g. steering groups, project member/manager from projects focused on implementing new working methods or development in general;
- Excellent interpersonal skills which will facilitate effective communication in a culturally and politically sensitive environment;
- Excellent level of written and spoken English.

Police Adviser (AdvS18)

Main tasks:

Under the overall supervision of the Head of the Police Advisory Section, the Police Adviser will:

- Provide tactical and operational advice in the field of Uniformed Policing with a focus on Traffic Police, Operations, Command and Control, Patrolling and Community Policing through close cooperation and collaboration with relevant counterparts in the Palestinian Civilian Police (PCP), within his/her area of responsibility, the AOR being West Bank Palestinian Civil Police Districts and/or Specialized Branches facilities ;
- Provide tactical and operational advice in any other field of Uniformed Policing as required close cooperation and collaboration with relevant counterparts in the PCP, mainly at a District/field level of the PCP;
- Maintain close and effective contact with relevant local counterparts in the PCP;
- Support the District coordinator in the project monitoring and evaluation process at PCP District Level;
- Conduct and/or provide assistance for baseline studies as part of needs' assessments;
- Provide support on project development, implementation and coordination mechanisms to relevant counterparts in the PCP in coordination with EUPOL COPPS Programme Section;
- Provide coordination assistance between PCP, UN and other implementing agencies, and EUPOL COPPS;
- Undertake any other tasks required on behalf of the Head of the Police Advisory Section.

Qualifications and Experience:

- A university degree in Law, Public or Business Administration, Police Sciences, or equivalent academic or police training;
- At least 5 years of experience in a managerial position within the Police, the Ministry of Interior or other relevant government body;
- Solid proven experience in the field of Uniformed Policing on an operational and tactical level and full understanding and experience of uniformed police procedures and techniques;
- Solid proven experience on an operational level in the field of Traffic Policing, Operations, Command and Control, Patrolling and/ or Community Policing;
- Ability to provide advice with a full understanding for the concept of local ownership;
- Project experience, e.g. steering groups, project member/manager from projects focused on implementing new working methods or development in general;
- Excellent interpersonal skills which will facilitate effective communication in a culturally and politically sensitive environment;
- Excellent level of written and spoken English.

Police Adviser (AdvS23)

Main tasks:

- Under the overall supervision of the Head of Police Advisory Section the Police Adviser Uniform Police will:
- Collect, analyze and disseminate information on all policing activities within her/his area of responsibility, the AOR being West Bank Palestinian Civil Police Districts and/or Specialized Branches facilities;
- Facilitate implementation of approved projects within his/her geographical area;
- Advise and provide close mentoring to Palestinian Civil Police District and/or Specialized Branches Commanders and Senior Officers in AOR;
- Establish and develop professional working relationships with relevant authorities and civil society organizations in AOR;
- Develop short and longer-term policing plans together with district and/or specialized branch police management in AOR;
- Identify and facilitate interventions under the Small Projects Scheme;
- Monitor and follow-up on implemented Small Projects Scheme projects;
- Stay informed of all development relating to security and policing in AOR;
- Assist in development and conduct of local training;
- Undertake any other related tasks as required by the Head of Police Advisory Section;

Qualifications and Experience:

- Proven ability to effectively manage change in difficult and tense environments.
- To have a minimum of 5 years of police management experience, with broad professional experience in planning, operational and organizational aspects of police services.
- Demonstrate experience in General Policing and/or Patrols service or equivalent in a police organization.
- International experience, particularly in crisis areas with multi-national and international organizations.
- Ability to process and analyze information and data.
- Project management experience (desirable).
- Training background beneficial.
- Excellent level of written and spoken English.

Police Adviser (Senior) (AdvS24)

Main tasks:

Under the overall supervision of the Head of the Police Advisory Section, the Police Adviser will:
As part of the Oversight team, work with the joint EUPOL COPPS and United Nations Development Programme (UNDP) program on accountability:

- Provide strategic and operational advice to the senior management of the Palestinian Civilian Police (PCP) departments involved in the accountability program, (e.g. Inspector General, Bureau for Grievances and Human Rights and the Police Security and Discipline Department);
- In cooperation with PCP stakeholders and UNDP consultants coordinate activities, workshops, training, study trips, seminars on topics such as PCP accountability strategy, development of Standard Operating Procedures, strengthening the civilian oversight and increase of PCP accountability awareness;
- Provide technical advice concerning the development and implementation of the PCP accountability policy, development of procedures and processes, including SOPs, job descriptions and financial planning;
- As part the Oversight team, work with a team of advisers with the project for developing the (PCP) Human Resources Department in cooperation with United Nations Office for Project Services (UNOPS);
- Provide strategic and operational advice concerning Human Resources Management in the PCP with a focus on a merit based recruitment and promotion system and other relevant Human Resources related matters through close cooperation and collaboration with relevant counterparts in the PCP;
- Provide technical advice concerning the development and implementation of the PCP Human Resources policies, procedures and documents, including Standard Operating Procedures, job descriptions, redeployment and reassignment policies, duty roster systems and financial planning;
- Provide support on project development, implementation and coordination mechanisms mainly on a strategic and field level to counterparts in the PCP in coordination with EUPOL COPPS Programme Section;
- Provide coordination assistance between PCP, UN and other implementing agencies, and EUPOL COPPS;
- Undertake any other tasks required on behalf of the Head of the Police Advisory Section.

Qualifications and experience:

- A university degree in Law, Public or Business Administration, Police Sciences, or equivalent academic or police training;
- At least 8 years management experience in a strategic position within the Police, the Ministry of Interior or other relevant government body;
- Experience in police oversight mechanisms and relevant structures, e.g. professional standards unit, disciplinary investigations, audits and inspections, citizen complaints;
- A broad understanding of police human resources management principles and relevant structures (Regional Police Headquarters, HR-departments etc). Experience working with such structures would be an asset;
- Ability to provide advice with a full understanding for the concept of local ownership;
- Project experience, e.g. steering groups, project member/manager from projects focused on implementing new working methods or development in general;
- Excellent interpersonal skills which will facilitate effective communication in a culturally and politically sensitive environment;
- Excellent level of written and spoken English.

Programme Manager (ProgS06)

The Programme Manager reports to the Head of Programme Section.

Main tasks:

- To assist and advise the Head of Programme Section in the Section's contribution at the policy level to the Mission's efforts on mandate implementation in line with the CONOPS and OPLAN and the Mission Implementation Plan (MIP), including through a programmatic approach comprising benchmarking, evaluation and compliance mechanism;
- To support, on behalf of the Head of Programme Section, Heads of Section in translating the benchmarks and objectives of the MIP into their work;
- To ensure that Programme Section initiatives and planning are kept updated, in coordination with the Police Advisory and Rule of Law Sections;
- To monitor and analyse internal and external developments relating to Mission programmes and to fully brief the Head of Programme Section accordingly;
- To compile relevant statistics and carry out quantitative and qualitative analysis/evaluation of Palestine's wider rule of law structures/activities relevant for the Mission; To analyse and assess the developments and achievements of Mission operational objectives;
- To assist in developing and maintain longitudinal analysis for programmes stakeholders to gauge programmes impact;
- To assist in developing new projects according to the objectives of the Mission mandate, including carrying out Strengths, Weaknesses, Opportunities and Threats (SWOT) analyses and identify risks and assumptions, new benchmarks and evaluation mechanisms;
- To ensure timely and accurate evaluation, reporting and information flow as per planning documents, including the MIP and other reports of the Mission;
- To coordinate, as appropriate, with internal and external stakeholders;
- To actively participate in the efforts of the co-location team embedded in the Palestinian Civil Police (PCP) as per modalities decided by the Head of Programme Section;
- To undertake any other tasks as required by the Head of Programme Section

Qualifications and Experience:

- Successful completion of a full course of university studies attested by a degree in Law, Economics, Political Science, Business Administration or other related university studies, where the normal duration of university education awarded is four (4) years or more and after having obtained the university degree at least five (5) years of relevant and proven full-time professional experience;
- OR
- Successful completion of a full course of university studies attested by a degree in Law, Economics, Political Science, Business Administration or other related university studies, where the normal duration of university education awarded is three (3) years or more and after having obtained the university degree at least 6 (6) years of relevant and proven full-time professional experience.
 - Professional experience in legal, administrative, and operational aspects of Programme Management;
 - Very good interpersonal and communication skills, both written and oral;
 - Excellent editing and drafting skills;
 - Proven experience in evaluation and compliance procedures;
 - Substantial knowledge of the functioning of the EU and in particular CSDP missions;
 - International experience, particularly in crisis areas with multi-national and international organizations, preferably in an CSDP operation;
 - Good understanding of the political, cultural and security situation in the Middle East;
 - Proven understanding of complex organisations and organisational change management processes;
 - Sound understanding and proven experience in rule of law procedures, development and institution/capacity building

Prosecution Expert (RoLS04)

Main tasks:

Under the supervision of the Head of Rule of Law (RoL) Section and in coordination with other experts of the EUPOL COPPS mission the expert will:

- Support the development of the Economic Crime Unit of the Attorney General's Office (AGO) , the Palestinian Anti-Corruption Commission (PACC) and the Corruption Crimes Court (CCC) through training and other initiatives;
- Assist in the development and delivery of training packages on economic crime, corruption and other specialized areas.;
- Implement the Mission projects and activities mainly in the area of economic crime and corruption .
- Assess the capacities of the AGO ,the PACC and the CCC when required;
- Report regularly on ongoing activities, including progress towards achieving the goals of the Mission Implementation Plan concerning the abovementioned institutions.;
- Coordinate donor efforts in the area of corruption and economic crime through close cooperation with existing donor coordination mechanisms;
- Intensify cooperation between the public prosecution and criminal investigation components of the police, especially through assisting in the organization of joint activities;
- Develop cooperation mechanisms between PACC / Economic Crime Unit and the institutions within the PA administration related to finance and economy.
- Help the AGO and PACC establish professional working relationships with relevant national and international law enforcement or justice organizations and networks;
- Perform other tasks as required by the Head of RoL Section.

Qualifications and Experience:

- A degree in law, preferably an advanced degree with specialization in criminal or international law;
- At least 10 years of professional experience as a prosecutor, judge or investigating judge, preferably with at least 3 years of specialized experience of prosecuting/ adjudicating serious economic crime, money-laundering and/or corruption cases;
- Prior experience in working in a (multi-disciplinary) team is desirable;
- Experience of project management is an asset;
- Experience of planning and implementing reform projects is desirable;
- Strong analytical, planning and organizational skills and the ability to work independently with minimum supervision;
- Excellent interpersonal skills to allow effective communication in a culturally and politically sensitive environment;
- Ability to operate Microsoft Office package (Word, Excel, PowerPoint, Outlook);
- Excellent level of written and spoken English.

Justice Expert (RoLS05)

Main tasks:

Under the overall supervision of the Head of the Rule of Law Section and in coordination with other experts of the CSDP mission, the expert will be expected to:

- Provide support and technical advice to the High Judicial Council (HJC) of Palestine with respect to its key strategic documents.
- Assist the HJC in terms of the definition and refinement of its mandate, in particular vis-a-vis its relationship with the Office of the Attorney General and the Ministry of Justice.
- Provide support and technical advice to the HJC with respect to the internal organisation and the management procedures and processes of the Council with the overall aim of having the Council improve and strengthen its organisational and administrative structures.
- Support and provide advice to the relevant departments of the HJC on the recruitment and selection procedures of candidates for judicial office which are based on merit through fair and open competition.
- Plan, develop and implement projects to facilitate activities agreed with the HJC.
- Advise other mission members on judicial issues whenever required.
- Report on activities whenever undertaken.
- Undertake any other tasks as required by the Head of the Rule of Law Section.

Qualifications and Experience:

- A degree in law, preferably an advanced degree.
- At least 10 years of professional experience as a prosecutor, investigating judge or practicing lawyer.
- Experience working in a judicial council or on court administration would be an significant asset.
- Experience of project management would be an asset.
- Strong analytical, planning and organizational skills and the ability to work independently with minimum supervision.
- Prior mission experience in the field of criminal justice is highly desirable.
- Experience of planning and implementing reform projects is desirable.
- Excellent interpersonal skills to allow effective communication in a culturally and politically sensitive environment. Ability to operate Windows, Excel and Power Point applications, including Word processing and e-mail.
- Excellent level of written and spoken English.

Justice Expert (RoLS06)

Main tasks:

Under the overall supervision of the Head of Rule of Law Section and in coordination with other experts of the CSP Mission the Justice Expert will:

- Provide support and technical advice to the Palestinian Judicial Institute with respect to the development of its key strategic and operational documentation and also with respect to day to day operations.
- Plan and organise necessary training with the relevant counterparts to enhance skills of members of the judiciary. This function will need to be carried out in coordination with EUPOL COPPS experts working in support of the activities of other criminal justice institutions, such as the Office of the Attorney General and the Palestinian Bar Association.
- Work together with the EUPOL COPPS justice expert who is tasked with supporting the High Judicial Council as required. This could cover areas such as strategic planning, project implementation and review of internal procedures and processes, particularly with respect to the appointment and selection procedures for members of the judiciary.
- Cooperate with other international organisations providing support to the judiciary sector, taking a role to coordinate donor efforts where possible.
- Contribute to and enhance the network of local stakeholders involved in the judicial field, such as NGOs, international donors etc.
- Advise other Mission Members on judicial issues whenever required.
- Report on activities undertaken whenever required.
- Undertake any other tasks as required by the Head of RoL Section.

Qualifications and Experience:

- University degree in law;
- At least 10 years of professional experience as a prosecutor, judge or practising lawyer;
- Experience working in a judicial training institute would be an asset;
- Experience working in a judicial council or on court administration would be an asset;
- Experience of project management would be an asset;
- Experience of planning and implementing reform projects is desirable;
- Strong analytical, planning and organizational skills and the ability to work independently with minimum supervision;
- Prior mission experience in the field of criminal justice is highly desirable;
- Excellent interpersonal skills to allow effective communication in a culturally and politically sensitive environment;
- Ability to operate Microsoft Office package (Word, Excel, PowerPoint, Outlook) ;
- Excellent level of written and spoken English;

Prison and Detention Expert (RoLS14)

Main tasks:

Under the overall supervision of the Head of Rule of Law (RoL) section and in coordination with other experts of the ESDP mission, the expert will:

- Analyse procedures, circumstances/conditions in Palestinian detention facilities and treatment in view of international human rights standards with regard to imprisonment and detention.
- Review Law on Rehabilitation and Correction Centres and internal rules and regulations and identify obstructions to compliance with both.
- Examine Prison Administration recruitment and training procedures.
- Review administrative control of prisons from the Ministry of Interior (MoI) down to the Palestinian Civil Police (PCP) and the Prison Administration itself (part of PCP).
- Identify lines of command and responsibilities with regard to prison system.
- Review co-ordination and working relations between relevant institutions: MoI, Ministry of Justice (MoJ), PCP, Prison Service, Public Prosecution and the Judiciary.
- Identify (and analyse impact of) restrictions on movement and access for the relevant services (PCP, Prison Service, Prosecution, Judiciary), suspects and detainees on the operation of the prison and detention system.
- Participate in the further development of the prison service:
 - Improving conditions for prison service staff and detainees in the current detention facilities in line with international human rights standards with regard to imprisonment and detention.
 - Renovation and upgrading of existing facilities and identification of needs with regard to extra detention capacity in the Palestinian Territories.
 - Enhancing the organisation and capacity of the Prison Service.
 - Improving rules and regulations for prison management.
 - Immediate measures to improve and streamline working relations and division of labour between relevant authorities.

Qualifications and Experience:

- An advanced University Degree in Law, Social Sciences, Human Resources, Business Administration or equivalent academic or professional training.
- To have a minimum of 5 years of management experience in correctional institutions, with broad professional experience, in legal, organisational and operational aspects.
- To have excellent knowledge of prison related international standards.
- International or mission experience, particularly in crisis areas with multi-national and international organizations (desirable).
- Ability to operate Windows, Excel and Power Point applications, including Word processing and e-mail.
- Excellent level of written and spoken English
- Excellent interpersonal skills to allow effective communication in a culturally and politically challenging environment.