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| LogoConsEuropean UnionTeam of the EUSR for Afghanistan |

Advertisement for International Seconded Staff Members

**ANNEX 1**

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| **Organisation:** | EUSR Office for Afghanistan |
| **Job Location:** | Kabul, Afghanistan |
| **Availability:** | Election Advisor (\*): ASAP until 31 October 2015(Potentially extendible into next Mandate from 1 November 2015) |
| **Contract Regime:** | Seconded by the Member State or European Institution |
| **Job Titles/Vacancy**  |  Election Advisor |
| **Number of posts:** | 1 |
| **Deadline for applications:** | **17:00 hrs, 30 March 2015** |
| **Email address to send the CV:** | **Office of the European Union Special Representative for Afghanistan**E-mail: delegation-afghanistan-eusr-recruitment@eeas.europa.eu  |
| **Information:** | For more information related to the selection and recruitment, please contact:Ion.Stan@ext.eeas.europa.eu or Asif.FARHAT@ext.eeas.europa.eu  |

The European External Action Service requests Member States and EU Institutions to consider seconding one Political Adviser for the team of the EUSR in Afghanistan, according to the described requirements and profiles:

**A. Essential Requirements**

**Citizenship -** Citizen of a member state of the European Union (EU) and enjoying full rights as a citizen.

**Integrity -** The participants must maintain the highest standards of personal integrity, impartiality and self-discipline. Participants are not allowed to provide or discuss any information or document as a result of access to classified and/or sensitive information related to the mission or respective tasks and activities. The participants shall carry out their duties and act in the interests of the mission.

**Physical and mental health** - Physically fit and in good health without any physical or mental problems or substance dependency which can impair operational performance in the mission.

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

**Flexibility and adaptability** - Be able to work in arduous conditions with a limited network of support. Strong interpersonal and communication skills. Good networking abilities.

**Ability to communicate effectively in English** – The candidates must be fully fluent in written and oral English language. Report writing ability, analysis, drafting and editing skills are especially needed.

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

**B. Recommended Requirements or Experience**

**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 Common Security and Defence Policy (desirable).

**International Experience** - To have international experience, particularly in crisis areas with multi-national and international organisations.

**Local Experience** – To have strong familiarity with the political, historical and cultural context of Afghanistan.

**Language skills** - knowledge of Dari or Pashtu will be a distinct advantage.

**C. Essential Documents and Requirements for the Selected Candidates**

**Visas** - Contributing countries and mission members, for seconded staff, must ensure that visas are obtained for entry into the mission area prior to departure from their home country. For contracted staff, visas are facilitated by the EUSR Office.

**Security Clearance required** - To have a national security clearance at "EU SECRET" level or equivalent. Or to obtain this on arrival in case of successful contracted candidate, in which case a basic security clearance will be requested in advance.

**Driving Licence** – Be in possession of a valid civilian driving licence for motor vehicles (Category B or equivalent).

**D. Desirable**

Diplomatic Status - To facilitate free movement, credibility and access.

Diplomatic or Service Passport - From their respective national authorities.

**E. Job Description**

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| Job Title |  **Election Advisor** |
| Job Description | Under the guidance of the EUSR, the Election Advisor will:* Monitor, analyse and report on the main electoral developments by maintaining an extensive and active network of Afghan and international interlocutors;
* Promote electoral reform and take an active, lead coordinating role in liaising with UNAMA and key national electoral stakeholders including the IEC and IECC, civil society organizations, government officials, members of Parliament, political parties and other partners in order to achieve progress on electoral reform;
* Maintain close contact with EU MS and other international organizations, notably with the UN organizations, to ensure proper coordination and partnership;
* Chair the regular meetings in the EU working group on Elections;
* Travel to regions, alone or together with EUSR or his political advisors, to gather information and to liaise with partners;
* Perform any other duties when required by the EUSR;
* The position of Election Advisor is subject to needs of the EUSR office in view of the current political, economic and security situation in Afghanistan. The contents and scope of the position may therefore change during the posting accordingly.
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| Qualifications and Experience | * Master's degree in political sciences, international relations or law, with Election specialization;
* At least two years of professional experience in a similar position in an international environment with a focus on electoral issues;
* Strong understanding of political implications in issues relating to elections;
* Strong knowledge on international elections standards;
* Knowledge or experience of afghan elections is an asset;
* Experience in monitoring and reporting;
* Excellent command of English, including the ability to draft and edit reports;
* Knowledge of Dari or Pashto is an asset.
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