**EUSR for Horn of Africa**

Terms of Reference for Political Adviser (Brussels office, seconded)

|  |  |
| --- | --- |
| **Organisation:** | **European Union Special Representative for the Horn of Africa** |
| **Job location:** | **Nairobi** |
| **Availability:** | **As soon as possible** |
| **Contract regime:** | **Seconded** |
| **Job title:** | **Political Advisor** |
| **AIM**  The EUSR for the Horn of Africa is seeking a Political Advisor to join his team. The incumbent will be based in Nairobi, with regular travel within the region.  He is seeking a highly motivated and committed political officer, who is looking for an exciting challenge during a critical period in the Horn of Africa and wishes to be part in the implementation of EU's Strategic Framework for the Horn of Africa (2011) and its associated regional Action Plan (2015). | |
| **BACKGROUND**  The Political Advisor will assist the EUSR in implementing his mandate in line with the policy objectives of the European Union in the Horn of Africa, and in particular it's 2011 Strategic Framework for the Horn of Africa, and the 2015 Regional Action Plan.  In order to achieve these objectives, the EUSR has six policy staff in his team: two in Brussels, two in Nairobi, and one each in Khartoum and Addis Ababa. One of the two posts in Nairobi has become vacant and should be filled as soon as possible.  The duration of the secondment would follow the mandate of the EUSR, i.e. until 30 June 2018 or earlier if the Council so decides, on a proposal of the HR following the entry into force of the Decision establishing the European External Action Service. Any subsequent extensions of the contract would be dependent upon an extension of the mandate and decisions of the seconding state and the EUSR. | |
| **METHODOLOGY**  Member states and EU institutions are invited to provide secondment offers as follows:  a) The personal profiles of the proposed candidates should meet the listed criteria described in the job description;  b) The closing date for receipt of offers of secondment is 1700 on **26 May 2016 (Friday)**.  c) Member States and EU institutions should submit their secondment offers/applications by e-mail.  d) The selection procedure will take place immediately following reception of proposals.  e) Only personnel nominations received through official channels from Member States and institutions of the European Union will be considered.  f) The candidates considered to be most suitable will be short-listed and, if needed, interviewed in Brussels or by phone. The EUSR will be responsible for the final selection. | |
| **GENERAL INFORMATION**  a. The remuneration of personnel seconded by a Member State or an institution of the European Union to the EUSR shall be covered by the Member State or the institution of the European Union concerned respectively and in accordance with the prevailing conditions applied to the CFSP budget. According to Commission Communication C(2009)9502 of 30/11/2009, staff seconded from a member state shall receive a daily allowance. This amount is approximately EUR 127 (including the risk allowance in Nairobi). This does not apply to those seconded from EU institutions.  b. The selected candidates will have to be in possession of the necessary level of security clearance (EU SECRET or equivalent). The original certificate of the national security clearance must accompany deployed seconded international experts.  c. Member States seconding personnel to an EUSR office are kindly reminded that European Commission rules for Special Advisers specify that the concerned Special Adviser/EUSR is solely responsible for the management of seconded personnel, and that seconding Member States are therefore requested not to instruct seconded personnel to undertake any activity on their behalf for the duration of secondment. Secondees will be required to sign a corresponding ‘undertaking’ to this effect upon taking up their positions. European Commission rules for Special Advisers also require a certification by Member States who second personnel to an EUSR office that the seconded staff will remain subject throughout the period of secondment to the social security legislation applicable and that the employer will assume expenses incurred abroad.  d. High-Risk Insurance, office space and needed office equipment, incl. communication costs are covered from the EUSR budget.  e. Nominated personnel should undergo a medical examination, appropriate vaccinations 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 international experts.  f. Any further information required related to the selection of the seconded experts may be obtained from the EUSR Office. | |
| **Terms of Reference**  *Seconded political adviser to EUSR for the Horn of Africa (Nairobi Office)*  **MAIN RESPONSIBILITIES**  1. Following, advising and reporting on all issues related to political developments in the Horn of Africa and potential EU policy responses, with special emphases on:   * The ongoing stabilisation process in Somalia, especially with regard to the security sector; * Trans-boundary and cross-cutting issues within the region, especially migration, radicalisation and violent extremism, and transnational organized crime; * The inter-relationship between the countries of the region and those of the Gulf states   2. Ensuring a close liaison with EU Delegations for Kenya and Somalia, and other Delegations of the EU in the region as required, and maintaining the link with other EU initiatives, in particular the CSDP missions and operations and activities related to migration, transnational organised crime, and violent extremism;  3. Assisting the EUSR with communications and outreach.  **PROFESSIONAL REQUIREMENTS/QUALIFICATIONS:**  1. Bachelor degree in relevant discipline (Political Sciences, International Relations, Social Sciences) with at least 5 years of experience.  2. Excellent political judgment and strong analytical skills.  3. Ability to think strategically and act independently if necessary  4. Strong interpersonal skills.  5. Ability to work well with others and to operate in a small team  6. Energy, flexibility and ability to take the initiative  7. Excellent drafting and verbal skills in English  8. French and/or Arabic language skills an asset  9. Willingness to travel frequently, often at short notice  10. Experience of the Horn of Africa and of the European Union essential. | |