

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

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

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.

Professional Experience – To have a degree in political science, social sciences, international relations or law and at least two years of professional experience in the field of political analysis and reporting.

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

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

C. Essential Documents and Requirements for the Selected Candidates

Passport - The participants must obtain a diplomatic or service passport from their respective national authorities.

Visas - Contributing countries and mission members must ensure that visas are obtained for entry into the mission area prior to departure from their home country.

Security Clearance required - To have or obtain a national security clearance at "EU SECRET" level or equivalent.

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

D. Job Description

Job Title	Elections Adviser 1
Job Description	<p>Under the guidance of the EUSR, the <u>Elections Adviser</u> will:</p> <ul style="list-style-type: none">• 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 support of UNAMA an to liaise with key national electoral stakeholders including the IEC and ECC, civil society organisations, government officials, members of Parliament and other partners in order to achieve progress on electoral reform.• Maintain close contact with EU MS and other international organisations, notably with the UN organisations, to ensure proper co-ordination and partnership• Chair the regular meetings in the EU working group on Elections• Travel to the regions, alone or together with the EUSR or his Political Advisers, to gather information and liaise with partners.• Perform other duties as and when required.
Qualifications and Experience	<ul style="list-style-type: none">• Masters degree in law, international relations or social sciences, with Elections specialisation• At least two years of professional experience in a similar position in an international environment with a focus on electoral issues.• High degree of knowledge in issues relating to elections.• Knowledge or experience of afghan elections is an asset.• Strong knowledge on international elections standards• 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.