

# United Nations



*Job Description for Position requiring official secondment  
from national governments of Member States of the United Nations Organization*

<b>Post title and level</b>	<b>UN Police Reform and Restructuring Coordinator, P-4</b>
<b>Organizational Unit</b>	<b>United Nations Mission in Liberia</b>
<b>Duty Station</b>	<b>Monrovia</b>
<b>Reporting to</b>	<b>Police Commissioner</b>
<b>Duration</b>	<b>09 Month</b>
<b>Deadline for applications</b>	<b>15 April 2017</b>
<b>Job Opening number</b>	<b>2017-UNMIL-413613-DPKO</b>

United Nations Core Values: Integrity, Professionalism and Respect for Diversity

## **RESPONSIBILITIES:**

In support of the development of the Liberia National Police (LNP), with extended support to the Liberia Immigration Service (LIS) as resources permit, the UN Police Reform and Restructuring Coordinator reports to the UN Police Commissioner or his/her designee, through the UNPOL Chief of the Capacity Building and Development Section. The Reform and Restructuring Coordinator assists with the institutional capacity building of the LNP, and LIS as permitted by resources, in critical mandated areas supporting the development of institutional leadership, internal management systems and enhancement of professionalism and accountability in service delivery. The Reform and Restructuring Coordinator assists the LNP, and the LIS, in developing and strengthening their legal, policy and governance frameworks, with an emphasis on decentralizing and decongesting such services at the regional and county levels, particularly in support of the 2017 election processes.

Under the guidance and supervision of the UNMIL Police Commissioner and the Chief of UNPOL Capacity Building and Development Section, the incumbent is responsible for the following duties:

1. Providing expert advice to the LNP to identify institutional reform and development priorities supporting improved service delivery through the strengthening and decentralization of internal management systems and enabling services, particularly administrative, human resources, facilities and fleet management, and to competently align the available resources to focus on the priorities;
2. Providing expert advice to the LNP on reform and development requirements in enhancing senior and middle management levels leadership capabilities in the areas of delegation of authority, succession planning and accountability;
3. Providing expert advice to the LNP and the LIS in support of the implementation of the institutional legal and regulatory frameworks, specifically as it relates to the development/revision and implementation of Regulations and Administrative Instructions, operationalization of the respective institutional Policy Management Boards and implementation of the transitional arrangements related to the Police and the Immigration Service Acts;
4. Support the establishment and institutionalization of performance management mechanisms in the LNP;

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5. Strengthening the capacity of the LNP and LIS Legal Sections to help establish sustainable institutional legal capacities to operationalize the respective institutional legal and regulatory frameworks;
6. Lead UNPOL's working level coordination efforts in the joint LNP-UNPOL-UNDP executive committee development framework mechanism;
7. Coordinating with other UNPOL/UNMIL components, the United Nations Country Team and other stakeholders to progress mandate implementation requirements and to enable the effective implementation of the reform and development priorities of the LNP;
8. Drafting regular status and other specified reports, as required, on mandate implementation;
9. Perform any other relevant assignment or task as directed by the UNMIL Police Commissioner, the Chief of Section or any other competent authority.

### **Other essential requirements**

- Ability to meet minimum requirements for assignment to UN Police Component (i.e. language proficiency and driving skills);
- Excellent physical and mental condition (fulfilling all UN medical requirements);
- Familiarity with United Nations policies and procedures;
- Computer Literacy;
- Highly developed advisory, coaching/mentoring skills, well-developed consultation, effective negotiation and written communication skills;
- In-depth planning and organizational skills, relevant experience of working in a multicultural environment;
- Experience in project and procedural development;
- In-depth understanding of contemporary international relations and UN System, organization and inter-relationships;
- In-depth knowledge of police procedures and issues related to a police organization management;
- In-depth understanding of the mandate of the police component of the Mission, strong analytical skills combined with good judgment;
- Previous experience in UN peacekeeping operations or international policing is an advantage;
- Good knowledge of the conditions prevailing in the country of assignment.

### **COMPETENCIES:**

**Professionalism:** In-depth knowledge, understanding, management and supervision of police reform and restructuring and capacity building; substantial and diverse experience in all facets of police reform and restructuring with an emphasis on democratic policing, police accountability; strong analytical skills combined with good judgment, proven ability to review, assess and edit the work of others; commitment to implementing the goal of gender equality by ensuring equal participation and full involvement of women and men in all aspects of substantive work and in peace operations in general. Shows pride in work and achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

**Planning and organizing:** Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

**Communication:** Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed. Ability to communicate effectively with a wide range of international and national agencies and partners, as well as with the people of different national and cultural backgrounds.

**Client Orientation:** Considers all those to whom services are provided to be "clients" and seeks to see things from clients' point of view; establishes and maintain productive partnerships with clients by gaining their trust and respect, identifies clients' needs and matches them to appropriate solutions; monitors ongoing developments inside and outside the clients' environment to be informed and be able to anticipate problems; keeps clients informed of progress or setbacks in projects; meets timeline for delivery of products or services to client; resolves conflicts by pursuing mutually agreeable solutions.

**Education:** Advanced university degree (Master's degree or equivalent) in one or more of the following disciplines: Police administration, Law, Criminal Justice Administration, Human Resources Administration within a police environment; Public Administration or other relevant field. A first level university degree with a combination of relevant academic qualifications plus additional professional level experience in law enforcement, including training, may be accepted in lieu of the advanced university degree. Graduation from a certified police academy or other law enforcement training institution is required.

**Work Experience:** Minimum of 7 years of active policing service and at least 4 years of active experience in police management, planning, training, operations and administrative positions.

**Rank:** Must hold the rank of at least a Superintendent of Police (equivalent to a Lieutenant Colonel in the military).

**Language:** Fluency in spoken and written English is required. Knowledge of a second UN language is an advantage.

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Preference will be given to equally qualified women candidates.

Date of Issuance: 02 March 2017

<http://www.un.org/en/peacekeeping/sites/police>

**In accordance with the new Policy on Human Rights Screening of UN Personnel, all individuals who seek to serve with the United Nations are requested to make "self-attestation" that s/he has not committed any serious criminal offences and has not been involved in violations of international human rights or international humanitarian law. The exact wording of the self-attestation is outlined in para. 5.2 of the above mentioned Policy. The final decision on the selection of an individual to serve with the United Nations will also be subject to human rights screening.**