

<b>Position Name:</b> Head of Operations/ Senior Strategic Adviser on Security Sector Reform to National Security Adviser	<b>Employment Regime:</b> Seconded	
<b>Ref. number:</b> IAO 01	<b>Location:</b> Baghdad	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Operations	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Head of Operations/Senior Strategic Adviser on Security Sector Reform to National Security Adviser reports to the Head of Mission (HoM).

### 2. Main Tasks and Responsibilities:

- To implement the Mission's operational activities in accordance with the Mission's OPLAN and the HoM's guidance, through Line Managers responsible for the respective Lines of Operation, and to ensure their operational coherence in support of the Mission's end state;
- To lead, direct and manage the work and staff of the Operations Department;
- To input to the development and regular updating of the Mission Implementation Plan by supporting the identification of Mission's operational requirements;
- To ensure timely internal reporting from the operational perspective against benchmarking;
- To contribute to the Mission's external reporting against benchmarking;
- To ensure the consistency and sustainability of Mission's operational activities over time;
- To coordinate and oversee the coordination/cooperation of the Components/Unit's members as appropriate with local authorities at the relevant level as well as with local EU and international actors within the scope of the Mission's mandate;
- To work in close cooperation with the other Mission's components;
- To ensure that Mission staff members working under the Head of Operations responsibility receive proper induction training;
- To ensure that Operational Standard Operating Procedures (SOPs) are properly developed, implemented and periodically reviewed;
- To ensure that Mission staff members working under the Head of Operations responsibility identify and report lessons and best practices within their respective fields of responsibility;
- To ensure that Mission staff members working under the Head of Operation' responsibility are periodically updated on Mission's mandate implementation progress;
- To identify, manage and report the risks arising from the specific processes/systems/projects implemented under his/her responsibility;
- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) on the strategic level as appropriate;
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of counterparts/institutions and to propose solutions for strengthening same;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;

- To maintain necessary contacts and build relationships with relevant local counterparts;
- To ensure compliance with instruction/direction from Mission management;
- To identify best practice and lessons learned within the field of responsibility;
- To undertake any other related tasks as requested by the Line Manager(s).

### **3. Mission Specific Tasks and Responsibilities:**

- To advise and assist the Office of the National Security Advisor (ONSA)
- To advise and assist the National Security Advisor (NSA) and Deputy NSA
- To contribute to the strategic development of the Iraqi National Security Architecture
- To contribute to the development of ONSA and Iraqi owned policy and strategy
- To contribute to implementation plans to enable operationalisation of policy and strategy
- To provide strategic advice to the ONSA to advance the civilian SSR agenda and underline the importance to work with criminal justice institutions and in accordance with international RoL standards (police-prosecution cooperation, criminal investigations, fair and equal treatment, etc.) to reinforce trust, legitimacy and accountability of the sector.
- To provide guidance to the ONSA on the implementation of the National Security Strategy
- To advise the ONSA on the implementation and the Security Sector Reform Strategy
- To provide advice to senior Iraqi counterparts which contributes to leadership development
- To promote Iraqi ownership of the SSR process and ensure sustainability of activities
- To ensure counterparts are cognisant of UNSR 1325 and safeguard human rights

### **4. Essential Qualifications and Experience:**

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested police or/and military education or training or an award of an equivalent rank; AND
- A minimum of 10 years of relevant professional experience, after having fulfilled the education requirements, out of which a minimum of 5 years at management level;
- Experience in Security Sector/RoL Reform in a national or host state context and in implementation of reform programmes;

### **5. Essential Knowledge, Skills and Abilities:**

- Ability to establish/review priorities, to plan and to exercise control;
- Ability to engage with senior officials/ governmental level decision makers;
- Ability to mentor and motivate staff;
- Leadership skills;

### **6. Desirable Qualifications and Experience:**

- Senior management experience in an international organisation operating in a conflict or immediate post conflict situation;
- Sound ministerial level experience in SSR related activities and support
- Master degree/MBA in management, business administration or other related subjects, or international/national certificate/diploma in management/leadership;
- Experience in strategic analyses, planning and reporting as well as a sound understanding of strategic and operational considerations.

- Good experience in EU JHA policies, relevant EU JHA agencies and overall EU SSR approach

#### **7. Desirable Knowledge, Skills and Abilities:**

- International experience at strategic level in Fragile and Conflict Affected States, bilaterally or with multi-national and international organisations.
- CSDP Mission experience.
- Arabic language.