



## Organization for Security and Co-operation in Europe

**Post Title:** MONITORING OFFICER  
**OSCE Mission/Institution:** OSCE Special Monitoring Mission to Ukraine  
**Duty Station:** Ukraine  
**Field of Expertise:** GENERAL STAFF/MONITORING  
**Vacancy Type:** International Seconded  
**Vacancy Number:** VNSMUS00509  
**Functional Level:** SENIOR PROFESSIONAL  
**Number of Posts:** 50  
**Date of Entry on Duty:** As soon as possible  
**Date of Issue:** 02-Mar-2017  
**Deadline for Applications:** Open until filled

### Background:

The OSCE Special Monitoring Mission to Ukraine (SMM) was deployed on 21 March 2014, following a request to the OSCE by Ukraine's government and a consensus decision by all 57 OSCE participating States. The SMM is a civilian mission, present on the ground in all regions of Ukraine. Its main tasks are to monitor and report in an impartial and objective way on the situation in Ukraine; and to facilitate dialogue among all parties to the crisis.

The Mission is mandated to contribute to reducing tensions and to help foster peace, stability and security, and to support the implementation of all OSCE principles and commitments. The Mission engages with authorities at all levels, as well as civil society, ethnic and religious groups and local communities to facilitate dialogue on the ground. The Mission gathers information and reports on the security situation, establishes and reports facts in response to specific incidents, including those concerning alleged violations of fundamental OSCE principles.

Monitoring may involve passive observation, reporting of significant development or a more proactive approach. Monitors need to have a clear understanding of the institutional relationships, both within SMM and with its main partners and interlocutors. They need to have capacity to take prompt, appropriate action in response to observed events and ability to translate such events into concise and accurate oral and written reports. They also need to be aware of the political sensitivities as well as of the effects that the conflict has on civilian population.

For additional information about the mission, please see: <http://www.osce.org/ukraine-smm>

Initial duration of appointment/assignment for this post is until 31 March 2017, with a possibility of extension, subject to a subsequent OSCE Permanent Council Decision to extend the mandate of the Mission.

### Tasks and Responsibilities:

Under the overall guidance of the Team/Patrol Hub Leader and direct supervision of the Deputy Team/Patrol Hub Leader, the Monitoring Officer performs the following specific responsibilities:

- As part of a patrol team, gathers information and reports regularly on the security situation in the area of operation, establishes and reports the facts of specific, security incidents and reports of incidents, monitors and reports on human rights and fundamental freedoms, and overall inter-ethnic relations; in accordance with established patrol plans and other operational taskings as issued within the assigned area of responsibility;

- Maintains constructive contact, inter alia, with regional and local authorities, representatives of minority and religious groups, civil society and members of the local population;
- Co-operates with other international organizations operating in the respective area of deployment;
- When necessary and appropriate, serves as an intermediary/mediator to facilitate dialogue on the ground in order to reduce tensions and promote normalization of the respective situation;
- Contributes to the effective functioning of the team/s to which they are assigned by maintaining a high level of professionalism, working within required timelines and displaying judgement, communications skills and flexibility required to operate in a potentially hazardous working environment;
- Contributes to analytical work of the Team in his/her identified fields of expertise;
- Strictly adheres to the OSCE Code of Conduct and the wider organizational regulatory framework at all times;
- Performs other duties as assigned.

### **Necessary qualifications:**

**Education:** A first-level university degree in political sciences, public or international law, international relations or another related field; police/military academy or similar and additional education/courses in a relevant field;

**Experience:** Minimum 6 years of relevant, diversified and progressively responsible professional experience in international environment in any of the following fields: political and security issues, dialogue facilitation, human rights, fundamental freedoms and minority issues, law enforcement, police and military observations and arms control, or communications.

- Experience and ability to cope with physical hardship and volatile security and high stress environments; willingness to work extra hours and in an environment with limited infrastructure;
- Excellent communication and report-writing skills; demonstrated ability and willingness to work as a member of a team with people of different cultural and religious backgrounds, different gender, different professional experiences, and diverse political views, while maintaining impartiality and objectivity;
- Demonstrated gender awareness and sensitivity, and an ability to integrate a gender perspective into tasks and activities;
- Experience in the monitoring of ceasefire regimes and/or the identification of weapons systems is an asset;
- Experience of working in Eastern Europe and/or knowledge of the region is an asset;
- Ability to assess the situation and react rapidly, as well as to adjust and cope with changing tasks and priorities;
- Demonstrable interpersonal skills, with understanding in political and humanitarian sensitivities;
- Negotiating experience, preferably in the monitoring operation and/or related activities is desired;
- Managerial skills are an asset;
- Professional fluency in the English language, both oral and written, and the ability to communicate clearly and concisely;
- Knowledge of Ukrainian and/or Russian language(s) is a distinct advantage;
- Ability to operate Windows applications including word processing and email;
- Possession of a valid automobile driving license and ability to drive using a manual transmission; 'Class C' driving license and experience in off-road (4WD) driving are advantages.

### **Required competencies:**

#### Core values

- **Commitment:** Actively contributes to achieving organizational goals
- **Diversity:** Respects others and values their diverse perspectives and contributions
- **Integrity:** Acts in a manner consistent with the Organization's core values and organizational principles
- **Accountability:** Takes responsibility for own action and delegated work

#### Core competencies

- **Communication:** Actively works to achieve clear and transparent communication with colleagues and with stakeholders

of the Organization

- Collaboration: Works effectively with others on common goals and fosters a positive, trust-based working environment
- Planning: Works towards the achievement of goals in a structured and measured manner
- Analysis and decision-making: Analyses available information, draws well-founded conclusions and takes appropriate decisions
- Initiative-taking: Proposes and initiates new ideas, activities and projects
- Flexibility: Responds positively and effectively to changing circumstances

Nota Bene:

Assignments are subject to successfully meeting the medical standards set out by the OSCE. Medical documentation will be requested for all candidates who successfully pass through the final interview stage and documentation will be further assessed by OSCE/SMM Medical Officers. Candidates passing that stage are also required to complete pre-deployment training.

Applicants are hereby notified that in light of the fluid and dynamic working environment in the duty station, taking into account recommendations by the International Civil Service Commission, this post is currently designated as a non-family duty station. The currently prevailing working conditions in the duty station may include working in a hazardous location with extended hours of service, and possibly curtailed freedom of movement. Successful candidates who are appointed to locations deemed by the OSCE as hazardous will receive hazard pay. In addition, all successful candidates will be required to participate in the OSCE accident and life insurance scheme in accordance with the OSCE Staff Regulations and Staff Rules.

#### **How To Apply:**

**The OSCE is committed to diversity and inclusion within its workforce, and encourages the nomination of qualified female and male candidates from all national, religious, ethnic and social backgrounds. In particular, given the current staffing profile of monitoring teams, nominations of qualified female candidates and candidates with previous experience in the area of human security is encouraged.**

**In addition to selecting candidates for around 50 vacant positions, this recruitment process will also be used to establish a stand-by roster of suitable candidates who may be selected as future positions arise. The vacancy will remain open until such time as all positions have been filled and a sufficient number of candidates have been placed on the stand-by roster.**

**Candidates should, prior to applying, verify with their respective nominating authority to which extent financial remuneration and/or benefit packages will be offered.**