

# United Nations



*Job Opening for Position requiring official secondment  
from national governments of Member States of the United Nations Organization  
Appointments are limited to service on posts financed by  
the support account of peacekeeping operations*

<b>Post title and level</b>	<b>Police Chief of Staff (P-4)</b>
<b>Organizational Unit</b>	<b>United Nations Mission for Justice Support in Haiti</b>
<b>Duty Station</b>	<b>Port au Prince</b>
<b>Reporting to</b>	<b>Police Commissioner</b>
<b>Duration</b>	<b>1 year (contract termination may be earlier than the stipulated period of the contract based on the availability of funding)</b>
<b>Deadline for applications</b>	<b>30/05/2018</b>
<b>Job Opening number</b>	<b>2018-MINU.JUSTH-69133-DPKO</b>

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

## **RESPONSIBILITIES:**

The UN Police Chief of Staff is responsible for providing strategic and operational advice to the Police Commissioner, advisory and coaching support to national authorities at managerial and operational levels in various areas of policing and law enforcement, developing frameworks for the development and reforming of the local police, and management of the international police personnel placed under his/her authority:

- Reviewing and proposing updates to administrative policy directives, plans and orders of the Police Commissioner, deployment plans, Standard Operating Procedures (SOP); reviewing and drafting informational bulletins on new directives and instructions requiring the attention of all UN Police officers.
- Acting upon planning human resource and administrative issues such as deployment, rotation, extensions, timely recruitment, induction of staff; Involved in staffing, train and monitor performance of personnel within the Police component of the mission;
- Undertake procurement activities of supplies and related services that affect the Police component and providing general oversight of all assets belonging to the UNPOL component and their proper use by the staff, as directed;
- Organizing legal advisory support to the UN Police leadership and other UNPOL staff, as directed;
- Conducting visits to team sites and meeting with representatives of the local civilian communities, UN and Non-Government Agency leaders to, inter alia, to assess the quality of performance and morale of the team, and work is being done in a fair and equitable manner and in accordance with sound and progressive management principles;

- Supporting the permanent administrative information exchange between the UN Police component and the DPKO/Police Division; providing regular dissemination of UNPOL strength reports among the UNPOL staff, Mission leadership, the DPKO/Police Division; Liaising with the UN Police Division and actively supporting the flow of information;
- Adhering to the Internal Investigation process; carrying out inquiry and review all completed case files to be recommended to the Police Commissioner for disciplinary sanction based on the findings of the investigation and in coordination with the Mission Disciplinary Unit; representing the UN Police on Boards of Inquiry, as directed;
- Providing administrative backstopping to the police Commissioner in all matters pertaining to that office; and chair periodic meetings with Regional Commanders concerning administrative functioning;
- Contributing to the preparation of budget proposals for Police Commissioner;
- Supports other functions consistent with the mandate provided by the Security Council Resolution and as may be required by the HOPC.

#### **COMPETENCIES:**

**Professionalism:** 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 ensures the equal participation of women and men in all areas of work. Knowledge and understanding of theories, concepts and approaches relevant to democratic policing, law enforcement. Outstanding expert knowledge in the technical field of work in general and in the specific areas being supervised in particular. Ability to apply technical expertise to resolve police related issues and challenges. Strong organizational skills.

**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.

**Teamwork:** Works collaboratively with colleagues to achieve organizational goals; solicits inputs by genuinely valuing other's ideas and expertise; is willing to learn from others; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

#### **QUALIFICATIONS:**

**Education:** Advanced university degree (Masters or equivalent) in law, police management, law enforcement, security studies, criminal justice, business or public administration, human resources management, change management, or related area. A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree. Specialized training in incumbent's responsibility (operations, reform, administration, training) is highly desirable. Graduation from a certified Police Academy or other national or international Law Enforcement Training Institution is required.

---

**Work Experience:** A minimum of 7 years (9 years in absence of advanced degree) of progressively relevant and active policing service/experience in a national or international law enforcement agency both at the field and national police headquarters level - required; 5 years of active police experience at policy making level with strategic planning and management experience in one or few of the following areas: police operations, human and financial resources management, crime management, police administration, police training and development, change management (particularly in law enforcement), reform and restructuring or related field - required; practical direct experience in commanding a regional or a state level police units, – highly desirable. Previous UN or international experience is an advantage.

**Rank:** Rank required for a P-4 is Superintendent of Police, Lieutenant Colonel, other equivalent or higher rank.

**Languages:** English and French are the working languages of the UN. For the post advertised, fluency in oral and written English and French is required.

---

Preference will be given to equally qualified women candidates.

Date of Issuance: 19/03/2018

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