

<b>Position Name:</b> Senior Strategic Adviser on Human Resource Management to the Ministry of Interior (MOI)	<b>Employment Regime:</b> Seconded/ Contracted	<b>Post Category for Contracted:</b> Expert Level
<b>Ref. Number:</b> IAO 26	<b>Location:</b> Baghdad, Iraq	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Operations Department (LO1)	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> YES

### 1. Reporting Line:

The Senior Strategic Adviser on Human Resource Management reports to the Head of Strategic Security Sector Reform Advisory Component (LO1).

### 2. Main Tasks and Responsibilities:

- 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 and operational 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 counterparts;
- 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 liaise closely with other Senior Advisers and Advisers as appropriate;
- To identify best practice and lessons learned within the field of responsibility;
- To design and deliver training, as appropriate;
- To undertake any other related task as requested by the Line Manager(s).

### 3. Mission Specific Tasks and Responsibilities:

- To advise the Director General Human Resources, the Ministry of Interior (MOI) and his line managers on strategic Human Resource Management (HRM).
- To identify and share Best European Practices within HRM.
- To liaise and coordinate with international partners;
- To be responsible for the development of the Human Resource Management project description in close coordination with the Ministry of Interior and international partners. The tasks and responsibilities will encompass but not be limited to the following:
- To advise on the organisational development including support to the overall Change Management capacities within the MOI;
- To advise on Organisational development on structure and staffing including overall resources and coherent with budgets;
- To advise on the development of a new career management mechanism in MOI including criteria for promotion, career planning, succession planning and the connected competence mapping and needs;
- To advise on the development of Strategic and Operational HRM capacities within the MOI;
- To develop a Strategic Roadmap for the Human Resources Directorate;

### 4. 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 6 years of relevant professional experience, after having fulfilled the education requirements;

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

- Well documented HRM experience at managerial level or as a consultant from an international consultancy company;
- Professional experience in national and/or international assignments in planning and assisting large change management programmes/ organisational development programmes;
- Well documented project management experience;
- Spoken and written proficiency in English;
- Critical thinking and active listening;
- Complex problem-solving skills;
- Time management skills;
- Ability to mentor and motivate local counterparts;
- Ability to establish/review priorities, to plan and to exercise control;
- Ability to engage with senior officials/ governmental level decision makers;

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

- Successful completion of a master's degree in human resources management, organisational development, psychology, social sciences or other relevant field;
- Professional experience in advising/implementing/designing projects and programmes on organisational development, change management and/or strategic and operational human resource management.
- Experience and knowledge of Iraqi security institutions and dynamics;
- Strong skills in managing cultural differences in negotiations, and negotiation experience from Middle East context;
- Experience from advising local counterparts on human resource management in the context of Security Sector Reform (SSR);
- International experience at strategic level in Fragile and Conflict Affected States, bilaterally or with multi-national and international organisations;

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

- Knowledge of Arabic language;