

SECONDED POSITIONS (8)

Position Name: Operations Assessment Adviser – Training	Employment Regime: Seconded	
Ref. Number: NI 20	Location: Niamey	Availability: As soon as possible
Component/Department/Unit: CoS Department/ Planning, Evaluation, and Reporting Analysis Unit	Security Clearance Level: EU RESTRICTED or equivalent	Open to Invited Third States: Yes

1. Reporting Line:

The Operations Assessments Adviser – Training reports to the Head of Planning, Evaluation, and Reporting Analysis Unit.

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) in a structured manner;
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective 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 collect and collate statistics about the workload/performance of local counterparts;
- 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 tasks as requested by the Line Manager(s).

3. Mission Specific Tasks and Responsibilities:

- To build and maintain relationships with relevant local counterparts and other relevant parties and to liaise closely with other Senior Advisers and Advisers from the Mission as appropriate;
- The above will help to collect information in collaboration with local counterparts and Mission's Advisors about the effect and impact of the Mission's activities according to planning, monitoring and evaluation tools of the Mission;
- To design and deliver training, as appropriate, to Mission members and local counterparts on the use and the need of the evaluation tools;
- To organise Evaluation Committee meetings in cooperation with Operations Assessment Advisor – Projects and provide it with relevant information;
- To produce, in accordance with Evaluation Committee, statistics, evaluations and reports on the current state of affairs;
- To use the Kirkpatrick's training evaluation model as reference for further implementing the Mission's evaluation structure;
- To establish a structure with the Planning, Evaluation and Reporting Department enabling the follow up of the Nigerien trainees and trainers;

- To develop and update monitoring and evaluation tools of the Mission;
- To ensure the follow up of evaluation aspects within the established Mission harmonised training policy by using relevant evaluation tools;
- To measure effects and impact of trainings and to check the synergy with the projects implemented in support to trainings, in collaboration with Operation Assessment Adviser – Projects, the Mission’s Advisors and Project Cell;
- To ensure that Human Rights and Gender aspects are mainstreamed in the operational activities in coordination with the Human Rights and Gender Adviser;
- To update the Head of Mission on the evaluation of Mission related training activities.

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 3 years attested by a diploma **OR** a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework **OR** a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree **OR** equivalent and attested police or/and military education or training or an award of an equivalent rank; **AND**
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Ability and motivate local counterparts;
- French language skills: minimum level B1(Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience:

- At least 3 years of experience as training manager;
- Experience as evaluator of trainers and the Kirkpatrick’s four level training evaluation model
- Experience in national Security forces or in a military operation or civilian Mission;
- Experience of operations/mission and/or cooperation in Africa;
- Experience of designing, delivering and evaluating training;
- Experience in project management.

7. Desirable Knowledge, Skills and Abilities: N/A