

Position Name: Regional Presence Coordinator	Employment Regime: Seconded	
Ref. Number: ODO 01	Location: Odesa	Availability: 23 Mar 2019
Department/Component/Unit: Operations Department/Regional Presence	Security Clearance Level: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Regional Presence Coordinator reports to the Head of Operations.

2. Main Tasks and Responsibilities

- To lead, direct and manage the work and staff of the Regional Presence (RP) team to ensure the implementation of the Mission mandate and tasks as set out in the OPLAN and relevant planning documents, ensuring coherence and consistency in pursuit of the Mission's mandate;
- To oversee the RP team's input to the development and regular updating of the Mission Implementation Plan by supporting the identification of Mission's operational requirements specific to the areas falling under the responsibility of the RP team;
- To ensure the consistency and sustainability of Mission's operational activities over time;
- To oversee the RP team's contribution to the Mission's internal and external reporting against benchmarking;
- To work in close cooperation with the other Mission Components if directed;
- To ensure that Mission staff members working in the RP team identify and report lessons and best practices within their respective fields of responsibility;
- To deputise for the Head of Operations when so appointed by the Head of Operations;
- To ensure the mainstreaming of Human Rights and Gender aspects into the RP team's activities;
- To identify, manage and report the risks arising from the specific processes/systems/projects implemented under his/her responsibility;
- To undertake any other related tasks as requested by the Line Manager(s).

3. Mission Specific Tasks and Responsibilities

- To operationalize, according to EUAM HQ direction, the Mission mandate and tasks as set out in the planning documents, OPLAN and the Mission Implementation Plan (MIP);
- To act as Mission focal point and direct counterpart to the relevant UA authorities and civil society organisations in the assigned region according to EUAM HQ direction;
- To travel within the Mission's area of operations as required.

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
- After having fulfilled the educational requirements, a minimum of 10 years of relevant professional experience out of which a minimum of 5 should be at management level;
- Experience in implementation of reform programmes and in Security Sector/Rule of Law Reform in a national or host state context.

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.

6. Desirable Qualifications and Experience

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

7. Desirable Knowledge, Skills and Abilities

- Ukrainian or Russian Language skills.