

Position: Deputy Head of Mission	Employment Regime: Seconded	
Ref. Number: EK 40002 Confirmed Vacancies: 1 Pending Vacancies: 0	Location: Western Balkans Region (Kosovo)	Availability: 24-Oct-19
Pillar/Department/Unit: Office of the Head of Mission	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Deputy Head of Mission reports to the Head of Mission.

2. Main Tasks and Responsibilities:

- To support the Head of Mission in commanding, managing and directing EULEX KOSOVO activities and operationalise the Mission's mandate and tasks as set out in the planning documents;
- To deputise for the Head of Mission in latter's absence;
- To act as the primary interlocutor - on senior management level - for National Contingent Leaders/National Points of Contact on matters falling within the scope of action of the NCL/NPC;
- To supervise the implementation of mechanisms in the Mission for monitoring, implementing and evaluating relevant international instruments for gender equality and mainstreaming;
- To ensure security and discipline of Mission staff, including internal investigations in line with the relevant rules and procedures;
- To undertake any other related tasks as requested by the Head of Mission.

3. Mission Specific Tasks and Responsibilities:

- To support the Head of Mission in ensuring the Pillars deliver on the Mission's mandate and tasks as set out in planning documents and instructions issued by the Head of Mission;
- To act as main Point of Contact for the Specialist Chambers (SC) and Specialist Prosecutor's Office (SPO);
- To act as Head of Operations on the ground for all support measures requested by the SC and SPO which includes planning and conduct of operations;
- To support the Head of Mission in liaising with the Kosovo authorities, international organisations and diplomatic representations.

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. The qualification should be in any of the fields of Political Science, International Relations, Law, Social Sciences or Business Administration OR equivalent and attested police education; AND
- At least 15 years of relevant and proven full-time professional experience including at least 5 years of experience at senior management level, after having obtained the relevant degree/qualification;
- Experience leading large and sensitive police operations in an international environment;
- International experience, particularly in relation to crisis areas and multi-national and international organisations.

5. Essential Knowledge, Skills and Abilities:

- Organisational and managerial skills, ability to work under pressure within short deadlines and to manage multiple tasks and unexpected demands;
- Ability to plan, execute and lead sensitive police operations in a large Mission with different professional backgrounds;
- Interpersonal and communications skills, familiarity with diplomatic protocol;
- Ability to maintain objectivity in complex scenarios and to display sensitivity and sound judgment;
- Working knowledge of political, cultural and security situation and crisis management questions related with Balkans, particularly with Kosovo.

6. Desirable Qualifications and Experience:

- Experience in national or international assignments within staff functions, in particular planning and organisation of crisis management Missions.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of the functioning of the EU, in particular Common Foreign and Security Policy, including CSDP Policy;
- Knowledge of civilian CSDP Missions.