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| Position Name: Head of Police Advisory Section | Employment Regime: Seconded | |
| Ref. number: PA 01 | Location: Ramallah | Availability: 01 Jul 2020 |
| Component/Department/Unit: Police Advisory Section | Security Clearance Level: EU SECRET | Open to Contributing Third States: No |

1. Reporting Line:

The Head of Police Advisory Section reports to the Deputy Head of Mission.

2. Main Tasks and Responsibilities:

- To lead, direct and manage the work and staff of the Section as to implement 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 Section'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 Section;
- To ensure the consistency and sustainability of Mission's operational activities over time
- To oversee the Section's contribution to the Mission's internal and external reporting against benchmarking;
- To work in close cooperation with the other Mission Sections;
- To ensure that Mission staff members working in the Section identify and report lessons and best practices within their respective fields of responsibility;
- To ensure the mainstreaming of Human Rights and Gender aspects into the Section'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 contribute on the operational level and in his/her field of expertise, aligned to the Mission Mandate implementation in line with the CONOPS, OPLAN and Mission Implementation Plan (MIP), in particular regard to strengthening the capabilities of the Ministry of Interior (MOI) and Palestinian Civilian Police (PCP);
- To provide strategic advice and assistance to the Ministry of Interior (MOI) in strengthening security governance and overall functions of the ministry;

- To provide strategic advice and assistance to the Palestinian Civil Police (PCP) in implementing the PCP overall process of development and transformation, specifically to senior officials at District and Headquarters, in accordance with their policies and guidelines and in coordination with other international actors and stakeholders;
- To provide overall management and direction to the Police Advisory Section so that it fulfils its tasks efficiently and effectively and implements its agreed objectives;
- To identify, under the overall guidance of the HoM/DHoM, the overall objectives of the Section, and contribute to the development of the Mission Implementation Plan in accordance with the Mission's mandate;
- To ensure appropriate management of the human and financial resources of the section;
- To review, assess and ensure quality analysis and reporting on the work and activities of the Section;
- To maintain close liaison with the Rule of Law Section, Human Rights and Gender Advisers on cross cutting elements of the MIP;
- To review, assess and report on the work and activities of the Section;
- To seek continuous development of the section and ensure the highest working standards, be maintained through appropriate communication, coordination and co-operation within the Section, the Mission and external actors;
- To maintain close, result-oriented working relationships with relevant local counterparts and other international stakeholders active in the civilian Security Sector Reform;
- To maintain working relationships with local civil society actors in the civilian Security Sector Reform, in particular those promoting human rights in policing;
- To facilitate and provide overall guidance in the implementation of projects within the Section;
- To closely collaborate with the Planning and Reporting Unit on donor-coordination, evaluation and the implementation of projects.

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

- A minimum of 10 years of relevant professional experience, including experience in Security Sector/RoL Reform in a national or host state context and in implementation of reform programmes, after having fulfilled the education requirements out of which a minimum of 5 years at management level.

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;
- Sound understanding of Human Rights and Gender, including experience working in projects that integrate Human Rights and Gender mainstreaming and their added value for counterparts;
- Ability to establish and maintain contacts/coordination with other international and national stakeholders, operating in the theatre with similar goals;
- Understanding of the entire chain of criminal justice (from police to prison);
- Ability to provide advice with a full understanding for the concept of local ownership;
- Ability to translate strategy into action and to work efficiently in a deadline driven environment.

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/business administration;
- Previous experience in working in crisis management missions;
- Previous experience in working in the Middle East.

7. Desirable Knowledge, Skills and Abilities:

- C1/C driving licence.