

<b>Position Name:</b> Head of Organised Crime Unit	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAO 92	<b>Location:</b> Kyiv	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Operations Department/Rule of Law Component/ Organised Crime Unit	<b>Security Clearance Level:</b> EU CONFIDENTIAL	<b>Open to Contributing Third States:</b> Yes

## 1. Reporting Line

The Head of Organised Crime Unit reports to the Head of Rule of Law Component.

## 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);
- To lead, direct and manage the work and staff of the Unit to ensure it delivers on Mission mandate within its field of responsibility and tasks as set out in the planning documents, the MIP and instructions issued by Head of Mission;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress, including the updating of the MIP and benchmarking in the relevant Line of Operation;
- To ensure, at operational level, co-ordination with other relevant operational Units within the Mission;
- To maintain necessary contacts and build relationships with relevant local counterparts and international actors in the field of responsibility;
- To act, as appropriate, as the representative of the Unit in contacts with external interlocutors;
- To ensure compliance with instruction/direction from Mission management and to issue clear instructions to the members of the Unit;
- To identify best practice and lessons identified/learned within the field of responsibility;
- 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 provide strategic advice and assistance to the relevant Ukrainian partners in implementing reforms in accordance with the agreed policies and guidelines and in coordination with other international actors and stakeholders;
- To guide the Unit's work in identifying and addressing structural needs in the performance and accountability of the UA counterparts countering Organised Crime through strategies, organisational change processes, legislation, institutional development;
- To coordinate Mission's strategic advice to the UA LEA's in the field of fighting organised crime and its transnational aspects, including special instruments as witness protection and strategic, operational and tactical Criminal Analysis (e.g. ILP) and aspects on forensics, cybercrime, financial crime, financial investigations and counter-terrorism;
- To advise on strategic level to set up and implement countrywide Organised Crime Task Forces;

- To ensure in close coordination with the Senior Advisor on Organised Crime (prosecution) on best practices in relation to the prosecutorial-led investigation / close cooperation between LEAs and prosecution office;
- To support the development of the capacities of UA LEAs in the field of combating organised crime through mentoring and advising;
- To ensure that accountability aspects and human rights norms are included in the advice and assistance provided by the Unit;
- To be the key interlocutor on strategic level with the Heads of LEAs combating organised crime and other key partners;
- To liaise and coordinate on subject matter issues with the Heads of Field Offices and Mobile Unit when tasking subject matter experts in Field Offices and Mobile Unit.

#### **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 7 years of relevant professional experience, experience in change management, management and implementation of reform programmes, out of which a minimum of 3 years at a management level, after having fulfilled the education requirements.
- Substantial experience in investigating organised crime cases and dismantling criminal organisations;
- Substantial experience in leading a organised crime fighting unit / department and in coordination with other LEA and the prosecution service (e.g. task forces);
- Experience of working with JHA agencies in particular with EUROPOL and INTERPOL.

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

- Knowledge of EU Policy Cycle, its implementation and knowledge of Serious and Organised Crime Threat Assessment;
- Knowledge of drafting legislation related to practical aspects of fighting Organised Crime;
- Knowledge of Strategic, Operational and Tactical Criminal Analysis;
- Ability to mentor and motivate staff;
- Ability to manage and coordinate a diversified team.

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

- Experience working in or with Task Forces fighting Organised Crime;
- Experience working in Joint Investigating Teams (JIT);
- Experience in project management, including planning, budgeting, implementation and evaluation;
- International experience at strategic level in Fragile and Conflict Affected States, bilaterally or with multinational and international organisations.

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

- Ukrainian and/or Russian language skills.