



Organization for Security and Co-operation in Europe

Vacancy Notice Number: VNSMUS01195
Vacancy Type: International Seconded
Field of Expertise: GENERAL STAFF/MONITORING
Functional Level (LoPC): SENIOR PROFESSIONAL
Post Title: MONITORING OFFICER
OSCE Mission/Institution: OSCE Special Monitoring Mission to Ukraine
Duty Station: Ukraine
No. of Positions: 40
Date of Entry on Duty: As soon as possible
Vacancy Notice Issue Date: 19-Apr-2021
Deadline for Application: 12-May-2021

Background:

The OSCE Special Monitoring Mission to Ukraine (SMM) is an unarmed, civilian mission, present on the ground 24/7 throughout Ukraine. Its main tasks are to observe and report in an impartial and objective way on the situation in Ukraine; and to facilitate dialogue among all parties to the crisis. The Mission contributes to reducing tensions and to fostering peace, stability and security. The Mission engages with authorities at all levels, as well as civil society, ethnic and religious groups and local communities. The Mission gathers information and reports on the security situation; and establishes and reports facts in response to specific incidents, including those concerning alleged violations of fundamental OSCE principles. The Mission currently foresees around 1,500 mission members and budgetary resources of about EUR 100 million.

The SMM consists of 10 Monitoring Teams (MTs) across the Mission area. Some Eastern MTs have further sub-offices (Patrol Hubs) within their respective Areas of Responsibility.

For additional information about the mission, please see: <https://www.osce.org/special-monitoring-mission-to-ukraine>.

The OSCE Gender Action Plan is committed to increasing the number of female staff in all areas of the OSCE's work. Currently female staff in the SMM, including the role of Monitoring Officer, are underrepresented. Qualified female candidates from all participating States are strongly encouraged to apply.

This vacancy is issued in a transition period as the OSCE switches to a new recruitment platform, Taleo, on 01 June. Please note that this recruitment process will be used to fill a limited number of vacancies up to 31 August. On 01 September, the selection process will end and no candidates from this vacancy will be considered further. Vacancies to be filled after 01 September 2021 and up to 31 March 2022 will be filled from a subsequent vacancy to be issued after 01 June.

Tasks and Responsibilities:

The main purpose of a Monitoring Officer's role is to monitor and report on any significant developments in the given area of responsibility. She/he is expected to perform the role in different duty stations according to a rotation scheme, as determined by the Mission.

Under the overall guidance of the Team Leader or Patrol Hub Leader, and direct supervision of the Deputy Team Leader,

Patrol Hub Leader or Patrol Group Leader, the Monitoring Officer will be responsible for the following:

1. Monitoring and reporting activities in accordance with established patrol plans and other assigned activities within the designated area of responsibility;
2. As part of a team, gathering information on the general and security situation in the area of responsibility; establishing and reporting facts in response to specific incidents and reports of incidents; monitoring and reporting on issues related to human rights and fundamental freedoms, including the rights of people belonging to national minorities;
3. Contributing to analytical work of the Team in her/his identified fields of expertise;
4. Leading patrols or other related activities occasionally, as assigned by the leadership;
5. Maintaining constructive relations with regional and local authorities, representatives of civil society and with the local population;
6. Liaising and co-operating with other international organizations functioning in the respective area of responsibility;
7. As necessary, serving as an intermediary/mediator to facilitate dialogue on the ground in order to reduce tensions and promote normalization of the respective situation;
8. Performing other duties as assigned.

OSCE Officials shall abide by the OSCE Code of Conduct, as well as security policies, administrative instructions, and the wider organizational regulatory framework at all times.

Qualification and Experience:

Required:

- A minimum of four years of relevant, diversified and progressively responsible professional experience in an international or national environment in any of the following fields: political and security issues, dialogue facilitation, human rights, fundamental freedoms and minority issues, police and military affairs, or reporting and analysis;
- Negotiating experience, preferably in a monitoring operation and/or related activities;
- Strong analysis and report-writing skills;
- Demonstrated ability and willingness to work as a member of a team with people of different cultural and religious backgrounds, different gender, different professional experiences, and diverse political views, while maintaining impartiality and objectivity;
- Ability to integrate a gender perspective into tasks and activities;
- Ability to assess the situation and react rapidly, taking appropriate action; capability to translate events into concise and accurate oral and written reports;
- Professional fluency in the English language, both oral and written;
- Readiness to deploy to various locations within Ukraine;
- Possession of a valid automobile driving license for a minimum of one year and ability to drive using a manual transmission;
- Ability to operate Windows applications including word processing and email.

Desirable:

- Working knowledge of Ukrainian and/or Russian language(s);
- Experience in the monitoring of ceasefire regimes and/or identification of weapons systems;
- Experience in working in Eastern Europe;
- Possession of 'Class C' driving license and experience in off-road (4WD) driving.

Education:

A first-level university degree in political sciences, social sciences, human rights, law, international relations, public policy, security studies, risk, disaster or emergency management, or any other related field(s); graduate of a national military or police academy.

Required competencies:**Core values**

- Commitment: Actively contributes to achieving organizational goals
- Diversity: Respects others and values their diverse perspectives and contributions
- Integrity: Acts in a manner consistent with the Organization's core values and organizational principles
- Accountability: Takes responsibility for own action and delegated work

Core competencies

- Communication: Actively works to achieve clear and transparent communication with colleagues and with stakeholders of the Organization
- Collaboration: Works effectively with others on common goals and fosters a positive, trust-based working environment
- Planning: Works towards the achievement of goals in a structured and measured manner
- Analysis and decision-making: Analyses available information, draws well-founded conclusions and takes appropriate decisions
- Initiative-taking: Proposes and initiates new ideas, activities and projects
- Flexibility: Responds positively and effectively to changing circumstances

Additional information:

Seconded Mission members in the SMM are entitled to a Board and Lodging Allowance (BLA) payable by the Organization at the amount of EUR 125 per day (subject to change without prior notice).

Should evidence of coverage of a world-wide Health Insurance scheme, including war risk, not be presented, the Mission member will be registered with the OSCE group health insurance scheme of Cigna. Monthly rates will be deducted from the Mission member's BLA.

Monitoring Officers appointed to locations deemed by the OSCE as hazardous will additionally receive EUR 30 per day as hazard pay.

If applicable, deployment is subject to attendance to and successful completion of pre-deployment training and assessment.

SMM mission members are required to successfully complete a medical clearance procedure, when requested, in order to accept or maintain an appointment/assignment with the SMM.

Candidates are hereby notified that the Special Monitoring Mission to Ukraine (SMM) is designated by the OSCE as a non-family duty station. This designation is based on the fluid and dynamic working environment in the SMM. The currently prevailing working conditions in the duty station may include working in a hazardous location with extended hours of service, and possibly curtailed freedom of movement. Successful candidates who are appointed to locations deemed by the OSCE as hazardous will receive hazard pay. In addition, all successful candidates will be required to participate in the OSCE accident and life insurance scheme in accordance with the OSCE Staff Regulations and Staff Rules.

The OSCE is committed to diversity and inclusion within its workforce, and encourages the nomination of qualified female and male candidates from all national, religious, ethnic and social backgrounds. Please note that nationals or permanent residents of the country of the duty station are not eligible to apply.

Candidates should be aware that OSCE officials shall conduct themselves at all times in a manner befitting the status of an international civil servant. This includes avoiding any action which may adversely reflect on the integrity, independence and impartiality of their position and function as officials of the OSCE. The OSCE is committed to applying the highest ethical standards in carrying out its mandate. For more information on the values set out in OSCE Competency Model, please see <https://jobs.osce.org/resources/document/our-competency-model>.

Candidates should, prior to applying, verify with their respective nominating authority to which extent financial remuneration and/or benefit packages will be offered.

Please apply to your relevant authorities well in advance of the deadline expiration to ensure timely processing of your application. Delayed nominations will not be considered. The OSCE can only process Secondment applications that have been nominated by participating States. For queries relating to your application, please refer to the respective delegation as listed here: <https://www.osce.org/contacts/delegations>.