

Position Name: Correctional Monitor	Employment Regime: Seconded	
Ref. Number: EK 50207 Confirmed Vacancies: 1 Pending Vacancies: 0	Location: Western Balkans Region (Kosovo)	Availability: ASAP
Pillar/Department/Unit: Monitoring Pillar, Correctional Unit	Security Clearance Level: No (only access up to EU RESTRICTED required)	Open to Contributing Third States: Yes

1. Reporting Line:

The Correctional Mobile Monitor reports to the Chief of Correctional Unit/Advisor to the Head of Kosovo Correctional Services.

2. Main Tasks and Responsibilities:

- To contribute on the operational level and in his/her field of expertise, to the Mission mandate implementation in line with the CONOPS, OPLAN and Mission Implementation Plan (MIP) in the area of monitoring, mentoring and advising (MMA) Kosovo Correctional Services (KCS) covering all of Kosovo;
- To conduct specific thematic inspections and performance assessment tasks in support of the Mission’s efforts to address areas of structural weaknesses of local counterparts;
- To assess local counterparts’ compliance with instructions given by the relevant hierarchy and assess compliance on lower levels of respective local institutions with EULEX KOSOVO advice given at HQ level;
- To collect and collate “on the spot” performance statistics that relate to Kosovo’s correctional services system, as part of the Mission’s benchmarking processes covering all of Kosovo;
- To contribute to the implementation of the Mission’s policies by identifying and analysing potential political interference and corruption, accountability, human rights and gender issues, etc.;
- To advise and mentor local counterparts, as required, in a structured manner in line with the Mission’s planning documents; in particular, to advise KCS management in matters regarding internal/external security, daily operations and management; to advise on the treatment of prisoners to comply with European Best Practices and Human Rights standards; etc.;
- To report without delay to Chief of Correctional Unit/Advisor to the Head of Kosovo Correctional Services, including recommendations on how to address the situation, in case of non-compliance;
- To ensure timely and accurate reporting and information flow as per planning documents, including the MIP and other reports of the mission;
- To coordinate, at the operational level, with other units and departments as appropriate;
- Readiness to travel.

3. General Tasks and Responsibilities:

- To contribute to mission reporting in the area of competence;
- To contribute to the identification of lessons and best practice in the area of competence;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To perform any other tasks assigned by the Chief of Correctional Unit/Advisor to the Head of Kosovo Correctional Services.

4. Essential Qualifications and Experience:

- Successful completion of the secondary education attested by a diploma, complemented with relevant professional training; AND
- A minimum of 5 years of relevant professional experience in Correctional Services after having fulfilled the education requirements and the relevant professional training.

5. Essential Knowledge, Skills and Abilities:

- Excellent interpersonal and communication skills, both written and oral;
- Strong team player with drive and the ability for innovative thinking and problem-solving;
- Ability to acquire, analyse and manage information from a variety of sources.

6. Desirable Qualifications and Experience:

- International experience, particularly with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Substantial knowledge of the functioning of the EU and in particular CSDP Missions;
- Ability to perform under stress and in difficult circumstances.
- Knowledge of probation service, prisoners rehabilitation and reintegration