



Organization for Security and Co-operation in Europe

The Secretariat

Department of Human Resources

Vienna, 21 June 2021

To: All OSCE Delegations in Vienna

SUBJECT: ISSUANCE OF A REQUISITION IN THE OSCE SECRETARIAT

The OSCE Secretariat has identified the following requisition that needs to be filled as soon as possible:

Head, Strategic Police Matters Unit

1 position

Delegations should identify qualified candidates and submit the OSCE Application Forms to the Talent Acquisition Unit/Department of Human Resources, in the Secretariat. Please note that the deadline date for submission of applications is 21 July 2021.

The requisition can also be found on the OSCE website (<https://vacancies.osce.org/>).

Please note that all costs in relation to assignments at the Secretariat and in the Institutions must be borne by their authorities. In addition, Board and Lodging Allowance (BLA) is not payable for seconded positions in the Secretariat and Institutions.



Organization for Security and Co-operation in Europe

Head, Strategic Police Matters Unit (S) (ADD000007)

Primary Location
OSCE Secretariat, Vienna

Job Information

Profile

Employee Status
Fixed Term

Job Type
Seconded

Schedule
Full-time

Education Level
Master's Degree (Second-level university degree or equivalent)

Compensation

Contract Type
International Secondment

Appointment Type
SM.S.I|Fixed-term

Grade
INS.S - S

Contract duration
24 months

Currency
Euro (EUR)

Job Description

Description - External
Background:

The position is open for secondment only and participating States are kindly reminded that all costs in relation to assignment at the Secretariat must be borne by their authorities. Candidates should, prior to applying, verify with their respective nominating authority to which extent financial remuneration and/or benefit packages will be offered. Seconded staff members in the OSCE Secretariat and Institutions are not entitled to a Board and Lodging Allowance payable by the Organization.

The OSCE has a comprehensive approach to security that encompasses politico-military, economic and environmental, and human aspects. It therefore addresses a wide range of security-related concerns, including arms control, confidence- and security-building measures, human rights, national minorities, democratization, policing strategies, counter-terrorism and economic and environmental activities. All 57 participating States enjoy equal status, and decisions are taken by consensus on a politically, but not legally binding basis.

The OSCE Secretariat in Vienna assists the Chairmanship in its activities, and provides operational and administrative support to the field operations, and, as appropriate, to other institutions.

The Transnational Threats Department (TNTD), as part of the OSCE Secretariat in Vienna, Austria, plays a key role as the focal point of OSCE-wide programmatic activities aiming at countering transnational threats and ensuring co-ordination and coherence of action across all three OSCE dimensions, among all executive structures while respecting their mandates.

The TNTD comprises the Co-ordination Cell (CC), the Strategic Police Matters Unit (SPMU), the Action against Terrorism Unit (ATU) and the Border Security and Management Unit (BSMU).

The SPMU responds to requests from participating States for specific expert advice on policing and addressing threats from criminal activities. Democratic and functioning policing has played a vital role in preventing conflict (particularly secondary conflicts), in preserving social stability during political crises, as well as in supporting the post-conflict transition. Equally important is that without effective criminal justice system fully in line with the rule of law and human rights principles, there can be little likelihood of social, political or economic stability.

The OSCE Gender Action Plan is committed to increasing the number of female staff in all areas of the OSCE 's work. Female candidates are strongly encouraged to apply for this management opportunity.

Tasks and Responsibilities:

Under the overall supervision of the OSCE Co-ordinator of Activities to Address Transnational Threats, the Head of SPMU will lead and manage the work of the Unit and staff (currently comprising 9 staff members). More specifically, the incumbent will be responsible for:

1. Providing recommendations on matters related to police, law enforcement and criminal justice systems to the Secretary General, Co-ordinator of Activities to Address Transnational Threats, Heads of OSCE field operations and Institutions, Chairmanship-in-Office (CiO) and participating States;
2. Developing strategies and capacity building initiatives in the area of police and criminal justice reform;
3. Assisting participating States in improving the co-operation through exchange of information and best practices on addressing evolving transnational threats such as transnational organized crime, illicit drug trafficking, cybercrime and others;
4. Ensuring that OSCE police-related activities are co-ordinated internally and with other national and international organizations and agencies;
5. Promoting the capacities of the Organization to assess, formulate and implement common minimum police performance standards;
6. Assisting field operations and Institutions, as well as CiO, participating States and Partners for Co-operation in the implementation of the OSCE Strategic Framework for Police-Related Activities;
7. Assisting the Co-ordinator of Activities to Address Transnational Threats in preparing a written annual report of OSCE police-related activities and providing regular briefings to the Security Committee;
8. As Programme Manager for SPMU, is responsible to develop the programme 's proposal for the Unified Budget, as well as ensuring that its allocation is spent effectively and efficiently;
9. Fund-raising for OSCE extra-budgetary projects in the police-related, law enforcement and criminal justice area.
10. For more detailed information on the structure and work of the OSCE Secretariat, please see <https://www.osce.org/secretariat>

Necessary Qualifications:

- Second-level university degree from a Police Academy or in social or political science, law, public administration or related field; a first-level university degree in combination with at least two years of additional qualifying experience may be accepted in lieu of the advanced university degree;
- Additional professional training or certification in leadership, management, strategic studies or related field;
- A minimum of ten years of diverse and progressively responsible professional experience and knowledge of current measures and initiatives in police and criminal justice reform; previous international work experience; and experience in capacity-building activities in the criminal justice sector is an asset;
- At least four years of experience in line management, directing staff in the planning, organizing, scheduling, monitoring, and evaluating programme activities;
- Demonstrated experience in fundraising and donor relations;
- Professional fluency in English, both oral and written; knowledge of other OSCE working languages is an asset;
- Excellent communication, analytical, research and co-ordination skills, proven political skills;
- Sound knowledge of OSCE principles, commitments and fundamental documents;
- Strong capacity of initiative combined with proven ability to lead a team through an appropriate human dimension approach;
- Demonstrated gender awareness and sensitivity, and an ability to integrate a gender perspective into tasks and activities;
- Ability to establish and maintain effective working relations with people of different national and cultural backgrounds whilst remaining impartial and objective;
- Demonstrated computer-related skills and ability to operate Windows applications, including word processing and e-mail.

If you wish to apply for this position, please use the OSCE's online application link found under <https://jobs.osce.org/vacancies>.

The OSCE retains the discretion to re-advertise/re-post the vacancy, to cancel the recruitment, to offer an appointment with a modified job description or for a different duration.

Only those candidates who are selected to participate in the subsequent stages of recruitment will be contacted.

Please note that vacancies in the OSCE are open for competition only amongst nationals of participating States, please see <https://www.osce.org/participating-states>.

The OSCE is committed to diversity and inclusion within its workforce, and encourages the nomination of qualified female and male candidates from all religious, ethnic and social backgrounds.

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>.

Please be aware that the OSCE does not request payment at any stage of the application and review process.

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>.

Closing Date (Period for Applying) - External
Jul 21, 2021