

Position Name: Senior Strategic Adviser on Human Resources Management	Employment Regime: Seconded	
Ref. Number: IAO 51 IAO 52 (2 positions)	Location: Baghdad, Iraq	Availability: ASAP ASAP
Component/Department/Unit: Operations Department/ Strategic Civilian SSR Component	Security Clearance Level: EU SECRET or Equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Senior Strategic Adviser on Human Resources Management reports to the Head of Strategic Civilian SSR Component (HoSCSC).

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) by advising and mentoring local counterpart(s) on the strategic and operational level as appropriate;
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of counterparts/institutions and to propose solutions for strengthening same;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, particularly in the progress and/or lack of progress;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To ensure compliance with instruction/direction of the Mission management;
- To liaise closely with other Senior Strategic Advisers and Advisers as appropriate;
- To identify best practice and lessons learned within the field of responsibility;
- To advise the Director General Human Resources, the Ministry of Interior and its line managers on strategic Human Resource Management (HRM) with focus on ERP/HRIS system related matters;
- To advice on the definition and implementation of HRM related ERP projects within the Ministry of Interior.
- To identify and share Best European Practices within HRM;
- To liaise and coordinate with international partners;
- To be responsible for the advising on the development of HRM related projects in MoI and international partners, including feasibility studies, project plans, project resourcing, procurement, budgeting project, risk and change management;
- To design and deliver training, as appropriate.

3. General Tasks and Responsibilities:

- To contribute to mission reporting in the area of competence;
- To support and contribute to the identification of lessons learnt and best practices 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 Line Manager.

4. 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 6 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Ability to mentor and motivate local counterparts.

6. Desirable Qualifications and Experience:

- Diploma in Human Resources or Information Technology;
- A minimum of 4 years of professional experience as senior HR- or HRIS consultant/project manager, HR- or HRIS Manager or HR Director, after having fulfilled the education requirements;
- Well documented HRM experience, both from strategic and operational HRM processes;
- Well documented advanced level project management experience of large ERP projects in the Human Resources area;
- Mission experience, e.g. CSDP, UN, OSCE etc.;
- Experience with and knowledge of Iraqi security institutions and dynamics.

7. Desirable Knowledge, Skills and Abilities:

- Strong skills in managing cultural differences in negotiations, and negotiation experience from Middle East context;
- Critical thinking and active listening;
- Complex problem-solving skills;
- Time management skills;
- Ability to establish/review priorities, to plan and to exercise control;
- Ability to engage with senior officials/ governmental level decision makers;
- International experience at strategic level in Fragile and Conflict Affected States, bilaterally or with multi-national and international organisations;
- Knowledge of Arabic.