

Position Name: Senior Adviser on Legal Reform (Team Coordinator)	Employment Regime: Seconded	
Ref. Number: UAO 096	Location: Kyiv	Availability: ASAP
Component/Department/Unit: Operations/ Rule of Law Component/ Prosecution and Judiciary Unit	Level of Security Clearance: EU CONFIDENTIAL	Open to Invited Third States: Yes

1. Reporting Line

The Senior Adviser on Legal Reform (Team Coordinator) reports to the Head of Prosecution and Judiciary Unit.

2. Main Tasks and Responsibilities

- To provide strategic advice and assistance to the relevant Ukrainian partners in developing a legal/regulatory framework in accordance with the agreed policies, guidelines and best practices and in coordination with other international actors and stakeholders;
- To coordinate activities of the team members of the Judiciary Team in line with the instruction/direction from the Head of Prosecution and Judiciary Unit;
- To assist relevant Ukrainian authorities in identifying and analysing SSR related legislative needs, challenges, options and solutions;
- To analyse Ukrainian (draft) legislation, international and EU standards and EU Members States legislation, draft legal analysis, memoranda and opinions;
- To develop comments to Ukrainian (draft) legislation and to draft specific legal provisions;
- To provide comparative studies on international legal standards and legislation of EU countries pertaining to specific areas of SSR reform;
- To provide expertise to strengthen capabilities in legislative drafting, including advanced legal expertise, analysis and advice on related Ukrainian legislation pertaining to Security Sector Reform (SSR);
- To identify and advise the relevant Ukrainian partners on the capacity and training opportunities in the legal reform and legislative drafting field;
- To assist in the implementation of training activities for legislative drafting;
- To identify, analyse and disseminate information on all legislative drafting activities within her/his area of responsibility as required;
- To assist and/or take part in working groups and committees formed by Ukrainian authorities to review legislation and/or be embedded within a local institution, security permitting;
- To serve as a contact point in communication between the Head of Prosecution and Judiciary Unit and the Judiciary Team;
- To assist the Head of Prosecution and Judiciary Unit and the Head of Rule of Law Component in prioritising which Ukrainian legislative acts the team should concentrate on.

3. General Tasks and Responsibilities

- To identify and report on lessons learned and best practices related to legal reform;
- To contribute and ensure timely reporting on legal reform related activities;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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 in Law **AND**
- A minimum of 6 years of relevant professional experience, out of which 5 in legislative frameworks and legal drafting after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities

- Knowledge of EU Human Rights legislation, including standards and best practices developed by the countries within the Council of Europe;
- Excellent analytical legal drafting skills;
- Excellent interpersonal and communication skills;
- Ability to engage with senior officials, to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity;
- Proven ability to address these subjects both at central and regional level.

6. Desirable Qualifications and Experience

- International experience, particularly in crisis areas with multinational and/or international organizations
- Experience in parliamentary process, international law, procedural law, administrative law, criminal law, contract law and labour law.

7. Desirable Knowledge, Skills and Abilities

- Understanding of Ukrainian law
- Knowledge of the political, cultural and security situation of the Mission area and other areas within the same geopolitical region.