

Position Name: Head of Criminal Investigation and Organised Crime Unit	Employment Regime: Seconded	
Ref. Number: UAO 100	Location: Kyiv	Availability: 3 Jan 2022
Component/Department/Unit: Operations Department/Rule of Law Component/ Criminal Investigation & Organised Crime Unit	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line

The Head of Criminal Investigation and Organised Crime Unit reports to the Head of Rule of Law Component.

2. Main Tasks and Responsibilities

- To provide strategic advice and assistance to relevant Ukrainian partners in implementing reforms in accordance with the agreed policies and guidelines and in coordination with other international actors and stakeholders;
- To guide the Unit's work in identifying and addressing structural needs in the performance and accountability of the Ukrainian counterparts countering organised crime and handling criminal investigations through strategies, organisational change processes, legislation and institutional development;
- To coordinate the Mission's strategic advice to Ukrainian counterparts in the field of fighting organised crime and its transnational aspects, including special instruments as witness protection and strategic, operational and tactical criminal analysis (e.g. Intelligence Led Policing) and aspects on forensics, cybercrimes, financial crimes, financial investigations and counter-terrorism;
- To advise on strategic level to set up and implement countrywide Regional Organised Crime Task Forces;
- To coordinate the Mission's strategic advice to Ukrainian counterparts on criminal investigations, ensuring also that the advisers on criminal investigations in the Field Offices assist in implementing the Mission's advice on strategic policies and projects;
- To support the development of the capacities of Ukrainian Law Enforcement Agencies in the field of combating organised crime and handling criminal investigations through mentoring and advising;
- To be the key interlocutor on strategic level with the Heads of Ukrainian counterparts combating organised crime and handling criminal investigations and other key partners;
- To liaise and coordinate on subject matter issues with the Heads of Field Offices and Mobile Unit when tasking their subject matter experts;

3. General Tasks and Responsibilities

- To identify and report on lessons learned and best practices related to criminal investigation and organised crime;
- To contribute and ensure timely reporting on criminal investigation and organised crime 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 **OR** equivalent and attested police or/and military education or training or an award of an equivalent rank; **AND**
- A minimum of 7 years of relevant professional experience, experience in change management, management and implementation of reform programmes, out of which a minimum of 3 years at a management level, after having fulfilled the education requirements;
- Substantial experience in criminal investigations, including investigating organised crime cases and dismantling criminal organisations;
- Substantial experience in leading organised crime unit / department and in coordination with other Law Enforcement Agencies and the prosecution service (e.g. task forces);
- Experience of working with JHA agencies in particular with EUROPOL and INTERPOL.

5. Essential Knowledge, Skills and Abilities

- Knowledge of the EU Policy Cycle, its implementation and knowledge of serious and organised crime threat assessment;
- Knowledge of drafting legislation related to practical aspects of fighting organised crime;
- Knowledge of strategic, operational and tactical criminal analysis;
- Ability to mentor and motivate staff;
- Ability to manage and coordinate a diverse team.

6. Desirable Qualifications and Experience

- Experience working in or with task forces fighting Organised Crime;
- Experience working in joint investigating teams;
- Experience in project management, including planning, budgeting, implementation and evaluation;
- International experience at strategic level in fragile and conflict affected states, bilaterally or with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities

- Ukrainian and/or Russian language skills.