

Position Name: Senior Mentor/Adviser to the Ministry of Interior	Employment Regime: Seconded	
Ref. Number: PA 34	Location: Ramallah	Availability: ASAP
Component/Department/Unit: Police Advisory Section	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: Yes

1. Reporting Line:

The Senior Mentor/Adviser to the Ministry of Interior reports to the Head of Police Advisory Section.

2. Main Tasks and Responsibilities:

- To closely mentor and advise the senior management of the Strategic Planning and Development Unit, Ministry of Interior, on effective implementation of the Security Sector Reform;
- To provide support in the research, preparation, development and delivery of MoI related initiatives outlined in the Mission Implementation Plan;
- To support the MoI and the Palestinian Civil Police (PCP) in strategic planning, including the development and implementation of their respective strategic plans;
- To ensure alignment of the Mission's strategic objectives with those of the MoI and the PCP;
- To support the development of efficient organisational procedures and structures related to mentoring and strategic planning;
- To build trust and work closely with other organisations supporting the MoI and the PCP and where appropriate take initiatives to coordinate donor activity;
- To support the MoI and the PCP in clarifying the responsibilities and authority of the institutions;
- To support the MoI to further enhance its oversight and governance structures and processes;
- To promote coherence, cooperation and synergies with international partners;
- To ensure counterparts are cognisant of UNSR 1325 and safeguard human rights;
- To advise the Mission's senior management on MoI related matters;
- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by mentoring and advising 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, in particular progress and/or lack of progress;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To ensure compliance with instruction/direction from Mission management;
- To liaise closely with other Advisers/ Mentors as appropriate;
- To identify best practice and lessons learned within the field of responsibility;
- To design and deliver training, as appropriate.

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;
- Take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related task 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 6 years senior level professional experience in mentoring or, as a minimum, in strategic guidance and/or advisory roles, at national or international level, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Documented knowledge of communication techniques for mentoring in a Ministry/security sector institutions or other relevant fields on a high strategic level;
- Proven intercultural competence and sensitivity in regards to understanding local traditions;
- Solid track record in establishing mutual respect as essential prerequisite for successful guidance and advice;
- Knowledge of Security Sector Reform and strategic planning designed towards local ownership;
- Ability to build trust, negotiate, coordinate and produce reports.

6. Desirable Qualifications and Experience:

- An ENTRi Certified Mentoring course or equivalent training;
- Negotiation and mediation skills;
- Experience in interacting with regional and international stakeholders/donors in a multicultural environment.

7. Desirable Knowledge, Skills and Abilities:

- Experience in a field Mission, with an International Organisation, an International NGO, a Development or Humanitarian Agency.