

Position Name: Civil Society and Human Rights Adviser	Employment Regime: Seconded	
Ref. Number: UAO 044	Location: Kyiv	Availability: 1 June 2023
Component/Department/Unit: Operations Department/ Governance Component/Good Governance, Digital Transformation and Innovation Unit	Level of Security Clearance: EU CONFIDENTIAL	Open to contributing Third States: Yes

1. Reporting Line:

The Civil Society and Human Rights Adviser reports to the Head of Good Governance, Digital Transformation and Innovation Unit.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan by advising and mentoring local counterparts on the strategic and operational level in the area of responsibility;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To ensure timely reporting on activities as per planning documents;
- To liaise closely with other Mission horizontal advisers;
- To design and conduct Mission training/workshop/other activities in line with the agreed priorities;
- To support the development of the local institution to Ukrainian Law Enforcement Agencies to ensure the effective participation of civil society in reform processes in line with good governance principles;
- To be the key interlocutor with the civil society issues and the human rights related situation in the Ukrainian Civilian Security Sector (CSS) and the performance of the CSS, providing reports and state-of-play analysis;
- To develop policies in line with the local institutions of civil society to develop CSS reform proposals and discuss these with CSS agencies;
- To identify capacity gaps and conduct needs analysis, including comparable analysis with European and International standards and best practices, and draft analytical products;
- To support host state authorities in developing strategies/policies/plans in cooperation with civil society where appropriate and as directed by the Head of Unit.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- 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 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree OR equivalent and attested police and/or military education or training or an award of an equivalent rank; AND
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Good understanding and skills in the area of equality and non-discrimination and human rights, including development, implementation, follow-up, coordination and reporting on policies, strategies, action plans related to this area;
- Knowledge of human rights, including human rights mainstreaming issues and tools, and/or civil society outreach, in particular in a post-conflict environment/ Security Sector Reform process;
- Understanding and sensitivity to the basic principles of human rights legislation and intergroup relations;
- Ability to mentor, advise and motivate local counterparts;
- Knowledge and ability to conduct comparative legal analysis with the EU regulations and national legislation.

6. Desirable Qualifications and Experience:

- Experience of change management;
- Experience in developing and delivering training and knowledge of pedagogical methods for adult learning;
- Experience in international efforts to support host state reforms in the area of Security Sector/Rule of Law;
- International experience, particularly in crisis areas with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge and understanding of the institutional, legal and policy frameworks integrating the value of gender mainstreaming;
- Ukrainian or/and Russian language skills.