

Position Name: Senior Adviser on EU Integration	Employment Regime: Seconded	
Ref. Number: UAC 026	Location: Kyiv	Availability: ASAP
Component/Department/Unit: Chief of Staff Office/Political, Analysis and Coordination Division	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Senior Adviser on EU Integration is administratively placed under the Head of Political Analysis and Coordination Division, and reports to the Chief of Staff (CoS), in close coordination with the Head of the Operations Department.

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 Mission members on the aspects related to Ukraine's EU accession process;
- To provide analysis and recommendations to the Mission advisers and Senior Mission Management in the relevant subject matter areas;
- To liaise closely with other horizontal advisers;
- To design and deliver training;
- To support the Operations Department on delivering advice on the development of the EUAM's Ukraine's national counterparts in the harmonisation of relevant domestic legislation with the EU *Acquis*;
- To be the key interlocutor with the Delegation of the EU to Ukraine (EUDEL) on EU integration issues, as well as being the main PoC for DG NEAR; To advise and coordinate the Mission's operational elements on the EU accession criteria that apply to the Civilian Security Sector (CSS), to ensure coherence with Mission's advice and support to Ukrainian counterparts;
- To ensure that the Mission's CSS reform advice and support are designed and implemented to comply with accession conditionality/criteria and complementary to other EU efforts;
- To build the capacity of EUAM in reviewing and assessing the draft laws pertaining to CSS to ensure compatibility with the EU accession criteria;
- To inform relevant EU actors about CSS reform progress and, as appropriate, on progress vis-à-vis aforesaid criteria, as requested;
- To follow developments in theatre on EU accession related CSS reforms and provide analysis to the Mission's Operations Department as well as relevant EU actors; and provide advice on the same to the HoM (Head of Mission), DHoM (Deputy Head of Mission), and Senior Mission Management;
- To contribute to the Mission's coordination and cooperation activities with EU actors, including supporting the Integrated Approach of the EU action;
- To draft relevant Mission reports and prepare briefings, notes and meeting records.

3. General Tasks and Responsibilities:

- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- To identify and report on lessons learned and best practices 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 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. The qualification should be in any of the fields of Social Sciences (e.g. Law, Political Science, International Relations, Economics), Business Administration/Management or a related field; OR equivalent and attested police and/or 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:

- Practical knowledge of the EU accession process, particularly in the fields of rule of law, justice, and/or security;
- A solid grasp of the EU *acquis*, particularly the legislative and regulatory requirements that apply to the civilian security sector, as well as EU principles, standards, and best practices governing the ministries of the interior and justice, and their subordinate agencies.

6. Desirable Qualifications and Experience:

- Experience in strategic analysis, planning and reporting, as well as a sound understanding of strategic and operational considerations;
- Active involvement / experience in a previous EU accession process(es);
- Experience in implementation of reform programmes.

7. Desirable Knowledge, Skills and Abilities:

- Ukrainian or/and Russian language skills.