

Position Name: Civil Society/Human Rights Adviser	Employment Regime: Seconded	
Ref. Number: UAO 044	Location: Kyiv	Availability: ASAP
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/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 support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- 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 as per planning documents;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other Mission horizontal advisers;
- To design and deliver training;
- To support host state authorities in developing strategies/policies/plans in cooperation with civil society where appropriate;
- To be the key interlocutor in relation to 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;
- Engage in outreach activities aimed at Ukrainian counterparts, including LEAs, civil society, and other relevant actors;
- To identify capacity gaps and conduct needs analysis, including comparable analysis with European and International standards and best practices, and draft analytical products.

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 of equality and non-discrimination;
- Good knowledge of human rights, their subsequent instruments, mainstreaming human rights related issues and tools;
- Knowledge and ability to conduct comparative legal analysis with EU regulations and national legislation;
- Ability to mentor, advice, and motivate local counterparts, especially with Law Enforcement Agencies and other Rule of Law stakeholders.

6. Desirable Qualifications and Experience:

- Experience in project management;
- Experience in developing and delivering trainings;
- Experience in international efforts to support host-state reforms in the area of the Security Sector/Rule of Law;
- International experience, particularly in crisis areas with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of gender mainstreaming;
- Ukrainian or/and Russian language skills.