

# United Nations

## *Job Description for Positions requiring official secondment from national governments of Member States of the United Nations Organization*

<b>Post title and level</b>	<b>Police Adviser, seconded (non-contracted)</b>
<b>Organizational Unit</b>	<b>United Nations Mission in the Republic of South Sudan</b>
<b>Duty Station</b>	<b>Within the Mission area according to the operational requirements</b>
<b>Reporting to</b>	<b>Police Commissioner through the established chain of command</b>
<b>Duration</b>	<b>12 Month (extendible)</b>
<b>Deadline for applications</b>	

**United Nations Core Values: Integrity, Professionalism and Respect for Diversity**

---

### **RESPONSIBILITIES:**

Under the authority of the direct supervisor within the organizational structure of the UN Mission Police Component and within the limits of delegated authority, the UN Police Adviser will be responsible for, but not limited to, the performances of one or few of the following duties:

- Advise on the preparation of plans and programs related to institutional development for the effective and efficient administration and operation of the local police and carry out special studies, research and management of projects in this regard;
- Advise and assist the local police in translating strategic policies into concrete action for the smooth implementation of capacity-building projects;
- Mentor the operations and other duty activities of the local police and provide advisory support in the relevant area of expertise through observation and guidance, assisting in improving their skills and knowledge to adopt the best practices.
- Assist the local police in developing training programs and delivering training when necessary. In close coordination with local police training staff, assist in developing local police training programs, lesson plans, and prepare appropriate learning materials, guide books, manuals and all other instructional materials as necessary; conduct research, gather data and develop new and improved instruction methodologies for presentation of training modules.
- Provide support to the local police in the areas of operational capacity building, planning and organizing various operations through advising, coaching, mentoring, co-location and training; assist and provide relevant training in preparation of operational guidelines, procedures and regulations;
- Provide sound advisory services in the development and implementation of integrated strategies within the local police crime service and other relevant local law enforcement agencies in combating crime;
- Assist the local police with the development and implementation of the projects in the areas of crime combating and crime prevention;
- Provide technical advice and assistance to the local police, including guiding when necessary, on countering sexual and gender-based violence, illicit trafficking in narcotics, weapons and human beings, organized crime and transnational crime;
- Plan, develop and implement donor aid projects so that mission mandated goals, priorities and vision are effectively supported by donor contributions. Coordinate donor's support and investments into local police capacity building programs.

- In close collaboration with the local police, develop long-terms and short-term strategies in the areas of budgeting, logistics, transport system administration, procurement, supply, auditing, human resources management and legal support.
- Provide support to the local police authorities in elaborating resource requirements for budget submissions and strategic financial planning.
- Assist the local police in the development of the efficient human resources management system;
- Perform the duties in the areas related to the UN Police component management, administration, logistic and operational support, including FPU management and coordination (where applicable);
- Perform other duties as may be required by the UNPOL leadership within the framework of mandate implementation.

### **COMPETENCIES:**

**Professionalism:** Shows pride in work and achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Possesses practical proven experience and outstanding expert knowledge in the technical field of work in general and in the specific areas required for the particular posts, demonstrates good judgment in the context of assignments given; able to plan own work and manage work/task priorities. Ability to apply technical expertise to resolve police related issues and challenges. Strong organizational skills. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

**Planning and Organizing:** Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

**Communication:** Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed. Demonstrates ability to draft/edit a variety of written reports.

**Teamwork:** Works collaboratively with colleagues to achieve organizational goals; solicits inputs by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings. Displays ability to establish and maintain effective partnerships and working relations in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.

### **QUALIFICATIONS:**

**Education:** Graduation from Police College or Academy or other recognized law enforcement educational institution is required. University degree in related field (law, law enforcement, security, forensic, criminology etc.) is desired.

**Work Experience:** A minimum of 5 years (in some missions 7 years) of active experience in national law enforcement is required in one or several areas of the following areas: Management (including, for example, police institution- and capacity-building), Administration (including, for example, human resource management, administration of police bodies, logistics, financing and budgeting), Police Operations/Security (including, for example, planning, maritime/riverine policing, border security, customs, immigration , special/formed police units operations, transnational organized crime), Crime Management/Crime Prevention (including, for example, crime investigation, forensic and community policing), Training (training organization, delivery and management, curriculum development and train-the-trainers) and Technical Support (including, for example, weaponry, police communication, civil engineering, architecture, natural

disaster management, medical services). Peacekeeping or other international experience in the UN or other organizations is an advantage.

**Languages:** English and French are the working languages of the UN. For the post advertised, fluency in oral and written English is required. Knowledge of a second official UN language is an advantage.

**Assessment for Mission Service:** All candidates should be cleared through an Assessment for Mission Service (AMS) either by a Selection Assistance and Assessment Team (SAAT) deployed to a Member State or on the basis of an in-mission AMS upon arrival of the candidates. Failure to pass the in-mission assessment will result in candidate's repatriation. All repatriation related expenses in this case are to be borne by the Member State. Therefore, the Member States are strongly encouraged to request a SAAT to conduct an AMS in the Member State prior to the police personnel deployment.

---

**Preference will be given to equally qualified women candidates.**

**Date of Issuance:** .....

<http://www.un.org/en/peacekeeping/sites/police>

**In accordance with the new Policy on Human Rights Screening of UN Personnel, all individuals who seek to serve with the United Nations, are requested to make "self-attestation" that s/he has not committed any serious criminal offences and has not been involved in violations of international human rights or international humanitarian law. The exact wording of the self-attestation is outlined in para. 5.2 of the above mentioned Policy. The final decision on the selection of an individual to serve with the United Nations will also be subject to human rights screening.**