

<b>Position Name:</b> Head of Organised Crime Unit	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAO 100	<b>Location:</b> Kyiv	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Operations/Organised Crime and Criminal Justice Component/Organized Crime Unit	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Head of Organised Crime Unit reports to the Head of Organised Crime and Criminal Justice Component.

### 2. Main Tasks and Responsibilities:

- To lead, manage and coordinate the work and staff of the Unit to ensure it delivers on the Mission mandate within its field of responsibility and tasks as set out in the planning documents, the Mission Implementation Plan (MIP);
- To guide the Unit's work in identifying and addressing structural needs in the performance of Ukrainian counterparts countering organised crime through strategies, legislation and institutional reform and monitor and report on progress of the reforms;
- To support capacity development of Ukrainian Law Enforcement Agencies in the field of combating organised crime through mentoring, training, advising and equipment;
- To be the key interlocutor on strategic level with the Heads of Ukrainian counterparts combating organised crime;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress, including the updating of the MIP;
- To ensure, at operational level, coordination with other relevant operational units within the Mission;
- To maintain necessary contacts and build relationships with relevant local counterparts and international actors in the field of responsibility;
- To identify, manage and report the risks arising from specific processes/systems/projects implemented;
- To implement gender-responsive leadership and ensure gender and human rights mainstreaming internally and externally in mandate implementation;
- To uphold a strict zero tolerance policy to misconduct, including all forms of harassment, sexual harassment, discrimination and abuse, and proactively ensure an equal and inclusive work environment for all staff;
- To raise awareness of staff on their rights, obligations and appropriate standards of behaviour, including existing formal and informal complaint and support mechanisms.

### 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 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 of relevant professional experience, out of which a minimum of 2 years at coordination/management level, after having fulfilled the education requirements.

#### **5. Essential Knowledge, Skills and Abilities:**

- Ability to exercise collaborative, sound and effective leadership;
- Ability to manage, mentor and motivate a professionally diversified and multicultural team;
- Ability to establish, plan, and review priorities;
- Ability to communicate and engage with senior officials and governmental decision makers;
- Knowledge of the EU Policy Cycle, its implementation and knowledge of serious and organised crime threat assessment (SOCTA) methodology.

#### **6. Desirable Qualifications and Experience:**

- Expertise in criminal investigations, including investigating organised crime cases and dismantling criminal organisations;
- Expertise in leading organised crime unit / department and in coordination with other Law Enforcement Agencies and the prosecution service;
- Experience in project management;
- International experience, particularly in crisis areas with multinational and international organisations.

#### **7. Desirable Knowledge, Skills and Abilities:**

- Ukrainian and/or Russian language skills.