

Position Name: Legislative Drafting Senior Adviser	Employment Regime: Seconded	
Ref. Number: JUS 07	Location: Ramallah	Availability: ASAP
Component/Department/Unit: Security Sector Reform Unit	Security Clearance Level: EU Confidential	Open to Contributing Third States: No

1. Reporting Line:

The Legislative Drafting Senior Adviser reports to the Head of Security Sector Reform Unit.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents including the Mission Implementation Plan by advising and mentoring local counterparts at the strategic and operational level;
- To support addressing 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 advisers;
- To design and deliver workshops;
- To support the development of local institutions including the Ministry of Justice, the Ministry of Interior, the Legal Office of the Council of Ministers and other relevant legislative structures in the field of criminal justice;
- To advise on and support the implementation of the Justice Sector Strategy and its legal framework, and supporting the development of a coherent legislative drafting process and monitoring relevant legislative developments in the field of criminal justice.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the area of responsibility;
- To contribute and ensure timely reporting on activities within the area of responsibility;
- To take account of gender equality and human rights aspects in the implementation 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 first cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested police and/or military education or training or an award of an equivalent rank; The qualification should be in Law; AND
- A minimum of 6 years of relevant professional experience in drafting and revising legislation, particularly in the area of criminal justice institution, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Ability to mentor, advise and motivate local counterparts;
- Experience of designing and delivering training;
- Knowledge of reviewing and drafting criminal law legislation and other regulations, as well as their approximation to international standards;
- Excellent English language and legislative drafting skills.

6. Desirable Qualifications and Experience:

- Experience in designing and delivering workshops;
- Middle East/international experience, particularly in crisis areas with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- C/C1 driving licence and driving 4x4 vehicles;
- Arabic language skills.