

EUROPEAN EXTERNAL ACTION SERVICE



Annex 1 – Requirements and Job Descriptions

European Union Capacity Building Mission in Somalia (EUCAP SOMALIA) 2-2020 Call for Contributions				
Organisation:	EUCAP SOMALIA			
Job Location:	As indicated below			
Employment Regime:	As indicated below			
Job Title/ Vacancy Notice	Ref.	Name of the Post	Location	Availability**
	<u>Seconded (8)</u>			
	SOM 008	BSE Policy Support Officer	Brussels	1 January 2021
	SOM 016	Analyst/ Mission Analytical Capability	Mogadishu	ASAP
	SOM 089	Police Adviser	Mogadishu	14 November 2020
	SOM 106	Senior Coast Guard Adviser	Garowe	ASAP
	SOM 108*	Coast Guard Adviser	Garowe	16 October 2020
	SOM 114	Project Manager	Garowe	ASAP
	SOM 116	Strategic Maritime Adviser	Hargeisa	ASAP
	SOM 117	Senior Maritime Adviser	Hargeisa	ASAP
	<u>Seconded/Contracted (3)</u>			
	SOM 006	Internal Auditor	Mogadishu	ASAP
	SOM 036***	Mission Security Officer	Hargeisa	ASAP
	SOM 054	Finance Officer	Mogadishu	ASAP
Deadline for Applications:	Tuesday 29 September 2020 at 17:00 (Brussels time)			
Applications must be	1. For <i>seconded candidates from EU Member States</i> :			

submitted via:	<p style="text-align: center;">https://goalkeeper.eeas.europa.eu/registrar/</p> <p>2. For <i>contracted candidates from EU Member States</i>: https://goalkeeper.eeas.europa.eu/registrar/DPA/357/details.do</p> <p>3. For <i>seconded candidates from Invited/Contributing Third States</i> : Application Form available on the EEAS website</p>
Information:	<p style="text-align: center;">For more information relating to selection and recruitment, please contact the Civilian Planning and Conduct Capability (CPCC):</p> <p style="text-align: center;">Ms Katrine-Helene-Kragh AAGAARD cpcc.eucaphoa@eeas.europa.eu</p>

(*) The availability of this position is subject to the confirmation of a request for extension of tour of duty/selection.

(**) Due to the COVID-19 crisis, the deployment date is tentative and may be amended/specified at a later stage by the Member State, CPCC or the mission.

(***) Pending availability of position.

EUCAP Somalia has a High Risk Non-Family Mission status. For security reasons, the Mission Members are obliged to live in restricted areas, where security responsibilities are borne by the Mission.

Seconded Personnel – For seconded positions, only personnel nominations received through official channels from EU Member States/contributing third States (contributing States) will be considered. Contributing States will bear all personnel-related costs for seconded personnel, e.g. salaries, medical coverage, travel expenses to and from the Mission area (including home leave) and allowances other than those paid according to the Council documents 7291/09 (10 March 2009) and 9084/13 (30 April 2013). Personnel seconded from contributing Third States are not entitled to receive allowances paid according to the Council documents 7291/09 (10 March 2009) and 9084/13 (30 April 2013).

Contracted Personnel – The Mission may recruit international staff on a contractual basis as required, through an employment contract. The employment contract with the Mission establishes the conditions of employment, rights and obligations, remuneration, allowances, travel and removal expenses and the applicable high risk insurance policy. Preference will be given to seconded candidates. A seconded staff member of EUCAP Somalia is eligible to apply for a contracted post only if his/her secondment will end within three (3) months from the deadline for applications and if his/her request for extension of the secondment has not been supported by the relevant State or EU Institution.

Documents supporting educational qualifications and work experience should be accompanied by certified translations of the original documents in the English language, if issued in another language, in accordance with the European Commission Guidelines for Lifelong Learning, which ensures transparency in higher education and fair and informed judgements about qualifications.

Tour of Duty/Contract Period – Subject to the adoption of another Council Decision extending the Mission mandate and approving the appropriate Budgetary Impact Statement, the initial duration of the deployment should be of 12 months.

The Civilian Operations Commander requests that contributing States propose candidates for the following international expert positions for EUCAP Somalia, according to the requirements and profiles described below:

I. GENERAL CONDITIONS

Citizenship – Citizenship of an EU Member State or of a Contributing Third State.

Integrity – The candidates must maintain the highest standards of personal integrity, impartiality and self-discipline within the Mission. The candidates are not allowed to provide or discuss any information or document as a result of access to classified and/or sensitive information relating to the Mission or respective tasks and activities. They shall carry out their duties and act in the interest of the Mission.

Flexibility and Adaptability – The candidates must be able to work in arduous conditions with a limited network of support, with unpredictable working hours and a considerable workload. They must have the ability to work professionally as a member of a team, in task forces and working groups with mixed composition (e.g. civilian and military staff) and be able to cope with extended separation from family and usual environment.

Availability – The candidates must be able to undertake any other tasks related with the competencies, responsibilities and functions of the respective position within the Mission, as required by the Head of Mission.

Physical and Mental Health – The candidates must be physically fit and in good health without any physical or mental problems or substance dependency which may impair operational performance in the Mission. To ensure duty of care in a non-benign environment, selected seconded/contracted candidates shall be able to serve the full period of secondment/contract before reaching the normal age of retirement in Contributing (Third) States/country of residence.

Serious deficiencies in any of these general conditions may result in repatriation/termination of the secondment/contract.

II. REQUIREMENTS

II. A. Essential Requirements

The following are essential requirements in respect of civilian international experts to the Missions for all Job descriptions:

1. Education and Training

The candidate should have a recognised academic qualification under the European Qualifications Framework (EQF)¹, or equivalent, at a level specified in the individual job descriptions.

2. Knowledge

The candidates should have knowledge of the EU Institutions and Mission Mandate, particularly related to the Common Foreign and Security Policy (CFSP), including the Common Security and Defence Policy (CSDP).

3. Skills and abilities

Language Skills²– Spoken and written proficiency in the working languages of the Mission. Certain positions may require higher language skills further specified in the individual job descriptions.

Communication and Interpersonal Skills – The candidates must have excellent interpersonal and communication skills, both written and oral. In particular, they must be able to write reports in the working language of the Mission.

¹ <https://ec.europa.eu/ploteus/content/descriptors-page>

² [Common European Framework of References for Languages](#)

Organisational Skills – The candidates must have excellent organisational skills, with the ability to prioritise work to meet deadlines, and a concern for order and accuracy.

Computer Skills – Skills in word processing, spreadsheet and e-mail systems are essential.

Driving Skills – The candidates must be in possession of a valid – including Mission area – civilian driving licence for motor vehicles (Category B or equivalent). They also must be able to drive any 4-wheel-drive vehicle.

Serious deficiencies in any of these essential requirements may result in repatriation/termination of the secondment/contract.

II. B. Desirable Requirements

Knowledge of the Mission areas – The candidates should have a good knowledge of the history, culture, social and political situation of the region; and also knowledge of the police, judiciary and governmental structures.

Knowledge and Experience of SSR - The candidates must be acquainted with Security Sector Reform concepts and practices, especially in the Mission area.

Training and Experience – The candidates should have attended a Civilian Crisis Management Course or equivalent.

Language – Some proficiency in local language(s).

Driving Licence - Category C driving licence.

III. ESSENTIAL DOCUMENTS AND EQUIPMENT FOR SELECTED CANDIDATES

Passport – The support of Contributing States is strongly recommended in the issuance of a Diplomatic Passport for Mission Members. This is to facilitate and afford appropriate operational freedom of movement within the Mission area and also out and into the Mission area.

Visas – EU Member States and selected candidates must ensure that visas are obtained for entry into the Mission area prior to departure from their home country, if applicable. It is also essential to obtain any transit visas, which may be required for passage through countries en route to the Mission.

Education diploma(s)/certificate(s) and/or professional certificate(s) – The selected international contracted candidates must have and present to the mission the university diploma or the professional certificate/diploma, depending on the job description, before signing the contract or taking up the duties.

Required Personnel Security Clearance (PSC) – The selected candidates will have to be in possession of the necessary level of Personnel Security Clearance (PSC) as specified in the respective job descriptions. For seconded experts, the original certificate of the national security clearance or a proof of the initiation of the process must accompany them upon deployment. For contracted experts, the process will be initiated by the Mission upon deployment. For both seconded and contracted experts, access to EUCI will be limited to RESTRICTED until the issuance of their national security clearance.

Certificate/Booklet of Vaccination – The selected candidates must be in possession of a valid certificate/booklet of vaccination showing all vaccinations and immunisations received. They also must be vaccinated according to the required immunisations for the Mission area.

Medical Certificate – The selected candidates should undergo a medical examination and be certified medically fit for Mission duty by a competent authority from the EU Member States. A copy of this certification must accompany deployed seconded/contracted personnel.

Personal Protection Equipment – It is recommended that national authorities provide seconded selected candidates with protection equipment.

Deficiencies in any of the documents asked for a specific position may result in failure of the selection process.

IV. ADDITIONAL INFORMATION

Gender balance - The EU strives for improved gender balance in CSDP operations in compliance with UNSCR 1325. The CPCC encourages the EU Member States and European Institutions to take this into account when offering contributions.

Application Form – For candidates holding an EU citizenship, applications will be considered only when using the online Application Form (AF) accessible on the Goalkeeper-Registrar software module, indicating which position(s) the candidate is applying for. Candidates seconded by contributing Third States will apply using the Application Form in Annex 3.

Selection Process – The candidates considered to be most suitable will be shortlisted and, if needed, interviewed in Brussels, at the Headquarters of the Mission or by video call/phone, before the final selection is made. If seconded candidates are required to travel to Brussels/Mission Headquarters for interviews, the EU Member State will bear any related costs.

N.B - The selection of candidates who are working for other civilian CSDP Missions at the time of their application will be subject to an impact assessment taking into account the operational needs of the CSDP Missions concerned.

Information on the Outcome – EU Member States and contracted candidates (applying for seconded/contracted positions) will be informed about the outcome of the selection process after its completion.

Training – The selected candidates should complete Missionwise and SAFE³ modules before deployment.

Pre-Deployment Training (PDT) – The Candidate should have undergone Pre-Deployment Training in accordance with the CSDP agreed Training Policy.

Data Protection - The EEAS, and its Directorate CPCC processes personal data pursuant to Regulation (EC) 2018/1725 on the protection of natural persons with regard to the processing of personal data by the EU institutions and bodies and on the free movement of such data, as implemented in the EEAS by the Decision of the High Representative of the Union for Foreign Affairs and Security Policy of 8 December 2011. The Privacy statement is available on the EEAS website.

Mission Members deployed to Mogadishu, Somaliland or Puntland will be accommodated in Mission provided accommodation and will contribute towards the overall cost of the accommodation.

V. JOB DESCRIPTIONS

The current reporting lines of the following job descriptions might be subject to modification based on operational requirements and in line with the principles set out in the Operational Plan (OPLAN).

³ <https://webgate.ec.europa.eu/eeas/security-e-learning>

Position Name: Brussels Support Element / Policy Support Officer	Employment Regime: Seconded	
Ref. number: SOM-008	Location: Brussels	Availability: 01/01/2021
Component/Department/Unit Chief of Staff Office	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The BSE / Policy Support Officer reports to the Chief of Staff (CoS), while embedded within the CPCC Somalia Desk from whom he/she may also take instructions.

2. Main Tasks and Responsibilities:

- To maintain close coordination between the Mission and the CPCC, as well as with other relevant EEAS/Commission services and EU Member States under the overall coordination of the CPCC Somalia Desk;
- To closely coordinate with the Mission regarding its specific tasks implementation as well as Brussels based developments and to follow closely any relevant developments in the Mission's area of interest;
- To provide analysis on the Mission's specific tasks implementation;
- To contribute to the reporting and to the drafting of reporting, planning and other documents related to the Mission;
- To support the organisation of CPCC visits to the Mission area and Mission's visits to Brussels and capitals;
- To regularly visit the Mission in agreement with the HoM and CPCC;
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities:

- To work closely with appropriate counterparts in the European Commission and its programmes, and with the EU Special Representatives' Office in Brussels;
- As appropriate contributes to CPCC's presentations to Brussels-based working groups and other actors.

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; AND
- A minimum of 4 years of relevant professional experience after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Analytical and report writing skills in English.

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multi-national and international organisations, preferably a civilian CSDP mission;
- Experience of Security Sector/Rule of Law (RoL) Reform;
- A demonstrated ability to coordinate with many different levels and participants.

7. Desirable Knowledge, Skills and Abilities:

- Very good networking and communication skills;
- Ability to develop and maintain effective work relationships with different national and cultural background with sensitivity and respect for diversity;

- Knowledge of financial and technical cooperation projects in East Africa, ideally through EU financial instruments;
- Knowledge of issues related to CSDP Missions;
- Proven skills and experience in the handling, processing and analysis of information from various sources;
- Reasonable knowledge of the region's history, culture and politics;
- Ability to use own initiative when working individually as well as being a member of a team in a multi-national environment.

Position Name: Analyst/ Mission Analytical Capability	Employment Regime: Seconded	
Ref. Number: SOM-016	Location: Mogadishu	Availability: ASAP
Component/Department/Unit: Planning and Evaluation Department / Analysis and Reporting Unit	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line⁴:

The Analyst/Mission Analytical Capability (MAC) reports to the Senior Reporting Officer / Chief of Unit.

2. Main Tasks and Responsibilities:

- To analyse changes on the ground, including trends and events, in order to identify political, security and socioeconomic developments affecting opportunities and challenges to mandate implementation;
- To monitor the production of academic publications bearing relevance to mandate implementation and analyse and communicate its key findings through desk research carried out on a monthly basis;
- To ensure liaison arrangements with similar capabilities of other organisations and entities operating in theatre, as deemed appropriate by the Senior Reporting Officer / Chief of Unit;
- To contribute to Mission reports, ensuring the inclusion of relevant assessments;
- To disseminate MAC products internally and/or externally as directed by the senior leadership and ensure the security of the information handled by the MAC;
- To contribute to security and risk assessments conducted by the Mission, in liaison with the Senior Mission Security Officer;
- To contribute to developing and maintaining MAC working methodology and relevant Standard Operating Procedures (SOPs);
- To contribute to an integrated gender perspective into the mission`s analyses, where applicable
- To support the efficiency of information within the Mission;
- To act upon the Mission`s information and analysis requirements;
- To identify and report on lessons learned and best practices within the respective field of responsibility;
- To undertake any other related task as required by the Line Manager.

3. Mission Specific Tasks and Responsibilities: N/A

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 or/and military education or training or an award of an equivalent rank AND
- After having fulfilled the education requirements, a minimum of 5 years of relevant professional experience, Experience in the use of analytical IT packages and processes.

5. Essential Knowledge, Skills and Abilities:

⁴ Please note that the reporting line of this position will change with the revision of the current Deployment Plan.

- Analytical capability and knowledge of information collection and analytical methods;
- Handling, processing, analysis and presentation of information from various sources;
- Report compilation, drafting and editing skills as well as database management;
- Ability to work on his/her own initiative in a methodical manner;
- Critical thinking and evaluation skills.

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities: N/A

Position Name: Police Adviser	Employment Regime: Seconded	
Ref. Number: SOM-089	Location: Mogadishu	Availability: 14/11/2020
Component/Department/Unit: Field Office Mogadishu/Police Advisory Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: Yes

1. Reporting Line:

The Police Adviser reports to the Senior Police Adviser/Chief of 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 (MIP) by advising and mentoring local counterpart(s) in a structured manner;
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening them;
- To provide analysis and recommendations to the local counterpart(s) in the area of responsibility;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To collect and collate statistics about the workload/performance of local counterparts;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To ensure compliance with instruction/direction from the Mission management;
- To liaise closely with other Mission advisers, as appropriate;
- To identify best practices and lessons learned within the field of responsibility;
- To design and deliver training programmes and projects, as appropriate;
- To undertake any other related tasks as requested by the Line Manager.

3. Mission Specific Tasks and Responsibilities:

- To provide operational guidance and advice to the Somali Police Force (SPF) and Federal Member States on the development and implementation of broader policing policies and procedures related to police training, community policing, criminal investigations, intelligence, and police administrative functions, in particular for the Maritime Police Unit;
- To provide operational support to the development of civilian maritime law enforcement capacities in line with the Somali National Security Policy (NSP) and other relevant strategies;
- To promote effective cooperation between the Somali Police bodies, both at federal and member-state (regional) level;
- To promote effective cooperation between the Somali Police Force and judiciary, with the aim of strengthening the first level of the judicial chain;
- To establish efficient working relationships at operational level with all the key stakeholders involved in the development of the Somali policing capacity, including EU Delegation, UNSOM, UNDP, UNODC and AMISOM complementing their activities on broader police development on operational level.

4. Essential Qualifications and Experience:

- Successful completion of a university study 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 second cycle under the framework of qualifications of the European Higher Education Area, e.g. a Bachelor's Degree OR equivalent and attested police or/and 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:

- Ability to mentor and motivate local counterparts;
- Organisational, planning and project development skills;
- Knowledge of designing and delivering training programmes;
- Knowledge of Security Sector/Rule of Law Reform in a national or host state context.

6. Desirable Qualifications and Experience:

- Experience in leading and coordinating international efforts to support host state reforms in the area of Security Sector/Rule of Law;
- Management experience in an international organisation operating in a conflict or immediate post conflict situation;
- Experience in strategic analyses, planning and reporting as well as a sound understanding of strategic and operational considerations;
- Experience of working on maritime security;
- Experience of police investigations in the maritime domain;
- International experience, particularly in crisis areas with multinational and/or international organizations.

7. Desirable knowledge, skills and abilities: N/A

Position Name: Senior Coast Guard Adviser	Employment Regime: Seconded	
Ref. Number: SOM-106	Locations: Garowe	Availability: ASAP
Component/Department/Unit: Field Office Garowe/Coast Guard Functions	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: Yes

1. Reporting Line:

The Senior Coast Guard Adviser reports to the Head of Field Office.

2. Main Tasks and Responsibilities:

- To support host state authorities in developing training strategies/policies/plans/curricula/training institutions;
- To identify required reforms and appropriate support to be provided by the Mission, including through advice/mentoring and/or direct training;
- To provide input to the development and regular updating of the Mission Implementation Plan in the field of training;
- To conduct Mission direct training activities according to the Mission Implementation Plan (MIP) and the relevant agreed training curricula;
- To ensure data collection related to Mission's trainings;
- To contribute to the Unit's contribution to the Mission's internal and external reporting against benchmarking, also assessing the consistency and sustainability of Mission's training activities over time, and to provide recommendations for the improvement of Mission's performance;
- To identify and report on lessons learned and best practices within the respective field of responsibility.
- To be embedded with a local institution/Ministry/Agencies in Garowe and Bosasso, security permitting;
- To undertake any other related tasks as requested by the Line Manager.

3. Mission Specific Tasks and Responsibilities:

- To lead the Field Office Puntland Coast Guard Functions and Port Security Team.
- To give advice, guidance, mentoring and training on topics related to the coast guard and port security functions.
- To establish efficient working relationships at strategic level with all the key stakeholders involved in the Puntland coast guard and port security capacity development, including EU Delegation to Somalia, UNSOM, UNDP, UNODC and AMISOM complementing their activities on Coast Guard and Port security development at strategic level;
- To deliver maritime training, expert advice and mentoring as required in maritime skills (navigation, seamanship, engineering, communications, etc.);
- To develop training curricula in cooperation with the other Mission experts;
- To provide operational guidance and advice to develop civilian (maritime) law enforcement operational capabilities in line with the Somali strategies;
- To contribute to the elaboration of Standard Operational Procedures (SOPs), in particular in relation to the maritime boat operations in port and along coastlines;
- To assess the operational capacity skills and needs of the Somali civilian law enforcement/security agencies and advise on improvements;
- To establish and maintain cooperation with the authorities of the maritime law enforcement services on the development of training programmes on maritime security matters including the Coast Guard functions in particular SAR, VBSS, PS;
- To develop working groups with the maritime law enforcement services training officers to plan implement and improve the training and train the trainer activities;
- To conduct, upon request, reviews of the structures on authorities involved in carrying out the Coast Guard functions and assist in developing SOP's;

- To support the selection of future trainees, among the maritime law enforcement services, for advanced training courses.

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 Maritime or Business Administration/Management OR equivalent and attested police or/and military and/or coast guard/Naval 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:

- Ability to mentor and motivate local counterparts;
- Knowledge of Coast Guard Functions;
- Mediation skills.

6. Desirable Qualifications and Experience:

- Previous experience in the delivery of training connected to the coast guard functions;
- Experience in project management;
- Experience of small boat driving and maintenance;
- Experience of working on maritime security;
- International experience, particularly in crisis areas with multinational and/or international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Deck or Engineering Officer from the Navy or Coast Guard or Maritime Border Guard or MRCC/NMOC Supervisor or similar maritime service;
- Good understanding of policies and organisational aspects of maritime administration, maritime security and Coast Guard function.

Position Name: Coast Guard Adviser	Employment Regime: Seconded	
Ref. Number: SOM-108*	Location: Garowe	Availability: 16/10/2020
Component/Department/Unit: Field Office Garowe / Coast Guard Advisory Team	Level of Security Clearance: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Coast Guard Adviser reports to the Head of Field Office.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner;
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening them;
- 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 within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To collect and collate statistics about the workload/performance of local counterparts;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To ensure compliance with instruction/direction from Mission management;
- To liaise closely with other Advisers as appropriate;
- To identify best practice and lessons learned within the field of responsibility;
- To design and deliver training, as appropriate;
- To undertake any other related task as requested by the Line Manager.

3. Mission Specific Tasks and Responsibilities:

- To give advice, guidance, mentoring and training on topics related to the coast guard functions;
- To establish efficient working relationships at operational level with all the key stakeholders involved in the Somali Coast Guard capacity development, including UNSOM, UNDP, UNODC;
- To deliver maritime training, expert advice and mentoring as required in maritime skills (navigation, seamanship, engineering, communications, etc.);
- To develop training curricula in cooperation with the other Mission experts;
- To provide operational guidance and advice to develop civilian (maritime) law enforcement operational capabilities in line with the Somali National Security Policy (NSP) and other relevant strategies;
- To contribute to the elaboration of Standard Operational Procedures (SOPs), To assess the operational capacity skills and needs of the Somaliland civilian law enforcement/security agencies and advise on improvements;
- To establish and maintain cooperation with the authorities of the maritime law enforcement services on the development of training programmes on maritime security matters To develops working groups with the maritime law enforcement services training officers to plan implement and improve the training and train the trainer activities;
- To conduct, upon request, reviews of the structures on authorities involved in carrying out the Coast Guard function and assist in developing SOPs;
- To support the selection of future trainees, among the maritime law enforcement services, for advanced training courses.

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 or/and military education or training or an award of an equivalent rank; AND
- After having fulfilled the education requirements, a minimum of 5 years of relevant professional experience.

5. Essential Knowledge, Skills and Abilities:

- Ability to advise and motivate local counterparts;
- Knowledge of Coast Guard functions.

6. Desirable Qualifications and Experience:

- Previous experience in the delivery of training connected to the coast guard functions;
- Experience in project management;
- Experience of small boat driving and maintenance;
- Experience of working on maritime security;
- International experience, particularly in crisis areas with multinational and/or international organizations.

7. Desirable Knowledge, Skills and Abilities:

- Experience as Deck or Engineering Officer from the Coast Guard, Maritime Border Guard, Navy or MRCC/NMOC Supervisor or similar maritime service;
- Good understanding of policies and organisational aspects of Coast Guard functions, maritime administration and maritime security.

Position Name: Project Manager	Employment Regime: Seconded	
Ref. number: SOM-114	Location: Garowe	Availability: ASAP
Component/Department/Unit: Field Office Garowe	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: No

1. Reporting Line:

The Project Manager reports to the Head of Field Office.

2. Main Tasks and Responsibilities:

- To ensure that projects are in line with the Operations Plan, Mission Implementation Plan and are properly coordinated within the Mission and with external stakeholders;
- To advise the Field Office on the feasibility and sustainability of projects;
- To assist in the development of concept notes, project proposals, project plans and other relevant project documentation;
- To act as the interface between project leads and various elements of the Mission Support Department;
- To receive, review, analyse, assign, process and track certified requisitions submitted for procurement action;
- To develop and maintain a record of the Mission's project history and ongoing activities;
- To develop and maintain a record of best practices, to communicate best practices and to make recommendations of capacity building requirements of mission members;
- To conduct, upon project completion, post-project reporting and evaluation;
- To undertake any other related tasks as required by the Line Manager.

3. Mission Specific Tasks and Responsibilities:

- To provide support for the planning and the implementation of projects with a particular focus on contract management in the area of equipment and goods;
- To manage the projects contracts of equipment and goods and coordinate the logistics related to the contracts' implementation, according to the operational planning;
- To monitor milestones and take corrective actions to assure the respect of the deadlines of scheduled activities for each project in what concerns the delivery of equipment and goods;
- To provide support for the definition of Equipment projects objectives and results, by liaising with beneficiaries and Mission's Operations Department;
- To prepare and maintain reports on contract status and inform other Mission's departments about the progress acquired as well as keeps all relative documents up to date;
- To ensure that all contract related expenditures are documented in compliance with the Regulation on the financial rules applicable to the general budget of the Union (Financial Regulation);
- To supervise the delivery of all projects material from contract signature to the delivery at place, including the customary and tax derogation process and reports on progress and delays;
- To manage the reception, acceptance, stock and inventory of all goods for the Project Cell, including the preparation of all relative documents and certificates;
- To monitor the projects goods warranties and works liabilities during all the relative periods;
- To provide support for the preparation of the handover of the equipment to beneficiaries and organises the physical delivery in the several regions of the country as required;
- To organize, within projects, workshops, training activities or other expertise transfer activities for Somali counterparts, according to the agreed planning;
- To provide support to the line managers and to ensure proper recording for the management of benefits, after the project completion;
- To support the preparation of market researches and terms of reference for equipment and goods and contributes to the preparation of the procurement dossier;

- To ensure that Project Cell's paper and electronic archive, as well as dedicated databases, are properly managed and updated.

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; AND
- After having fulfilled the education requirements, a minimum of 4 years of proven professional experience, in the areas directly related to support, planning, execution or evaluation of projects/programmes/portfolios.

5. Essential Knowledge, Skills and Abilities:

- Team management skills;
- Leadership and problem solving skills;
- Negotiation and risk management skills;
- Project management skills.

6. Desirable Qualifications and Experience:

- Project management training/qualification, such as APM, PPM, PRINCE2, or equivalent;
- Experience in Security Sector/RoL reform in a national or host state context.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of and/or experience in working with EU Financial Regulations;
- Experience related to support/planning/execution of training/technical/infrastructure projects.

Position Name: Strategic Maritime Adviser	Employment Regime: Seconded	
Ref. Number: SOM-116	Location: Hargeisa	Availability: ASAP
Component/Department/Unit: Field Office Hargeisa/ Maritime Strategic Advisory Team	Level of Security Clearance: EU CONFIDENTIAL	Open to Contributing Third States: Yes

1. Reporting Line:

The Strategic Maritime Adviser reports to the Head of Field Office.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) on the strategic and operational level as appropriate;
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of counterparts/institutions and to propose solutions for strengthening same;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To ensure compliance with instruction/direction from Mission management;
- To liaise closely with other Senior Advisers and Advisers as appropriate;
- To identify best practice and lessons learned within the field of responsibility;
- To design and deliver training, as appropriate;
- To undertake any other related task as requested by the Line Manager.

3. Mission Specific Tasks and Responsibilities:

- To research and assess the performance of Somaliland's maritime security governance mechanism and institutions, and recommend on the development of maritime security good governance capacity;
- To work in close cooperation with the Strategic Maritime Adviser and with the EUCAP police advisory, coast guard/port security and rule of law teams;
- To advise on development and implementation of strategy and policy on maritime security in line with the Somaliland Maritime Resources and Security Strategy (SMRSS) the Somaliland National Security Policy and Somaliland National Development Plan II (or similar);
- To support the development and the implementation of comprehensive strategies and mechanisms for good governance of civilian maritime law enforcement institutions;
- To support the Somaliland civilian maritime law enforcement institutions to develop their strategic management capacities;
- To promote effective cooperation between Somaliland maritime resources and security institutions through advice on clear division of maritime institutional roles and responsibilities among ministries, agencies, and other relevant actors;
- To assess the functioning, organisation, strategic management capacity and needs of the Somaliland maritime security institutions, and identify and advise upon sustainable capacity development plans;
- To build strong working relationships with relevant actors in Somaliland and other key stakeholders (including international stakeholders, other EU bodies, UN organisations, countries involved in bilateral activities).

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 or/and military education or training or an award of an equivalent rank; AND
- After having fulfilled the education requirements, a minimum of 6 years of relevant professional experience.

5. Essential Knowledge, Skills and Abilities:

- Ability to effectively advise senior decision makers, negotiation and diplomacy skills;
- Strong team player and able to work alone and ability to work with a range of people from diverse cultural and professional backgrounds;
- Knowledge of government coordination processes;
- Organisational, planning and project development skills.

6. Desirable Qualifications and Experience:

- Previous experience in policy and strategy development or related field;
- Experience in project management;
- Experience with maritime administration, coordination and governance;
- International experience, particularly in crisis areas with multinational and/or international organizations.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of policies, strategies and organisational aspects of maritime governance, administration, security and Coast Guard functions.

Position Name: Senior Maritime Adviser	Employment Regime: Seconded	
Ref. Number: SOM-117	Location: Hargeisa	Availability: ASAP
Component/Department/Unit: Field Office Hargeisa/Maritime Strategic Advisory Team	Level of Security Clearance: EU CONFIDENTIAL	Open to Contributing Third States: Yes

1. Reporting Line:

The Senior Maritime Adviser reports to the Head of Field Office.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) on the strategic and operational level as appropriate;
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of counterparts/institutions and to propose solutions for strengthening same;
- 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 within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To ensure compliance with instruction/direction from Mission management;
- To liaise closely with other Senior Advisers and Advisers as appropriate;
- To identify best practice and lessons learned within the field of responsibility;
- To design and deliver training, as appropriate;
- To undertake any other related task as requested by the Line Manager.

3. Mission Specific Tasks and Responsibilities:

- To work in close cooperation with the Strategic Maritime Adviser and in close conjunction with EUCAP police advisory, coast guard/port security and rule of law teams;
- To research and assess the performance of Somaliland's maritime security governance mechanism and institutions, and recommend on the development of maritime security good governance capacity;
- To advise on development and implementation of strategy and policy on maritime security in line with the Somaliland Maritime Resources and Security Strategy (SMRSS) the Somaliland National Security Policy and Somaliland National Development Plan II (or similar);
- To support the development and the implementation of comprehensive strategies and mechanisms for good governance of civilian maritime law enforcement institutions;
- To support the Somaliland civilian maritime law enforcement institutions to develop their strategic management capacities;
- To promote effective cooperation between Somaliland maritime resources and security institutions through advice on clear division of maritime institutional roles and responsibilities among ministries, agencies, and other relevant actors;
- To assess the functioning, organisation, strategic management capacity and needs of the Somaliland maritime security institutions, and identify and advise upon sustainable capacity development plans;
- To build strong working relationships with relevant actors in Somaliland and other key stakeholders (including international stakeholders, other EU bodies, UN organisations, countries involved in bilateral activities).

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 or/and 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:

- Ability to manage and coordinate a diverse team;
- Ability to effectively advise senior decision makers, negotiation and diplomacy skills;
- Strong team player and ability to work with a range of people from diverse cultural and professional backgrounds;
- Knowledge of government coordination processes;
- Organisational, planning and project development skills.

6. Desirable Qualifications and Experience:

- Previous experience in policy and strategy development or related field;
- Experience in project management;
- Experience with maritime administration, coordination and governance
- International experience, particularly in crisis areas with multinational and/or international organizations.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of policies, strategies and organisational aspects of maritime governance, administration, security and Coast Guard functions.

Position Name: Internal Auditor	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support - Management Level
Ref. number: SOM-006	Location: Mogadishu	Availability: ASAP
Component/Department/Unit: Head of Mission Office	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Internal Auditor reports to the Head of Mission (HoM).

2. Main Tasks and Responsibilities:

- To work as a team member of an Internal Control team in charge of planning and conducting financial, systems and performance audit controls;
- To assist in developing a risk-based audit programme for validation by the Mission's management;
- To assist in planning appropriate audit procedures and methods to meet the objective of the audit engagements, considering the efficient use of resources;
- To evaluate adequacy of management and control systems and the implementation of Mission-wide policies, systems and procedures;
- To examine whether resources are used efficiently and economically and achieving effective results;
- To examine the reliability and integrity of information systems;
- To operate in accordance with relevant rules and regulations, and with relevant professional internal auditing standards;
- To prepare high quality and operational audit reports presenting the findings and recommendations;
- To obtain feedback from the external auditors and to implement the external auditors' findings;
- To recommend corrective actions to the Mission's management as appropriate, and to follow up and review corrective actions taken by management;
- To provide advice and guidance to the HoM and Mission Senior Management in order to improve compliance with internal control standards;
- To assess whether financial operations have been legally and regularly executed and accounts are reliable by conducting ex-post financial checks based on audit methodologies;
- To ascertain the nature of a process, identify key control points and evaluate their efficiency and effectiveness;
- To identify and map risks; to assist in designing and establishing risk mitigation systems along the Mission's financial circuits and its wider operations, with a view to improving compliance with control rules and standards;
- To identify, manage and report the risks arising from the specific processes/systems/projects implemented under his/her responsibility;
- To undertake any other related professional tasks as requested by the Line Manager.

3. Mission Specific Tasks and Responsibilities:

- To assist in establishing a risk-based ex post financial control function to be performed in compliance with the relevant international standards, the regulations and legal rules applicable to this field in the context of the EU and EC guidelines.

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; AND

- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements;

5. Essential Knowledge, Skills and Abilities:

- Ability to produce high-quality audit reports including recommendations;
- Data mining, analytical, research and problem-solving skills;
- Priority-setting and ability to react quickly to new demands;
- Knowledge of audit practices and of relevant rules and regulations, including the Financial Regulation and its Implementing Rules and relevant FPI guidance.

6. Desirable Qualifications and Experience:

- University and/or Master's degree in Economics, Audit, Finance, or other related fields;
- Experience in setting up an internal audit capability in a big and complex organisation;
- Member of a corps or body within EU member states public institutions having functions of this nature and/or certification as a Certified Public Accountant (CPA), Chartered Accountant (CA), Certified Internal Auditor (CIA), Certified Information Systems Auditor (CISA), or equivalent is desirable.

Position Name: Mission Security Officer	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support - Management Level
Ref. number: SOM-036***	Location: Hargeisa	Availability: ASAP
Component/Department/Unit: Mission Security and Duty of Care Department/Security Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: No

1. Reporting Line:

The Mission Security Officer (MSO) reports to the Deputy Senior Mission Security Officer / Chief of Unit.

2. Main Tasks and Responsibilities:

In line with the EU's Policy of EU staff deployed outside the EU in an operational capacity under Title V of the Treaty on European Union:

- To ensure security surveys of Mission member's personal protective security requirements, transport security, residential and office security as appropriate;
- To ensure that all security and communications equipment is kept in a state of operational readiness;
- To conduct regular security drills, communication tests and evacuation exercises;
- To provide briefings and presentations on matters affecting the security and safety of Mission members and to ensure all staff is properly prepared for emergencies;
- To liaise as directed and co-operate closely with national law enforcement agencies, International Organisations, NGOs, other EU bodies and diplomatic representatives, in the field of security;
- To provide assistance and appropriate response to Mission members and to ensure that all necessary actions are taken, particularly in emergency cases;
- To travel to high risk areas and to conduct security duties;
- To perform MSO duties, as required, in the sub-Field Office in Berbera.
- To liaise and coordinate with the Team Leader of the Armed Protection Operators regarding deployment and duties.
- To undertake any other related tasks as requested by the Line Manager(s).

3. Mission Specific Tasks and Responsibilities:

- Authorised to carry an issued personal weapon, used for purposes of self-defence.

4. Essential Qualifications and Experience:

- Successful completion of University studies of at least 3 years attested by a diploma OR a qualification at the level in the National Qualifications Framework 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 or/and military education or training or an award of an equivalent rank; AND
- A minimum of 4 years of relevant professional experience, after having fulfilled the education requirements;

5. Essential Knowledge, Skills and Abilities:

- Planning, and time-management skills;
- Analytical skills;

6. Desirable Qualifications and Experience:

- University and /or Master's degree in security studies (security studies, security and defence studies, international security studies, peace and conflict studies, intelligence or other related studies);
- Successful completion of EU Mission Security Officer Certification Course or equivalent;
- Firearms trained;
- Previous work experience in the region;
- Validated license for armoured vehicle or civilian driving licence class C.

7. Desirable Knowledge, Skills and Abilities:

- Ability to work in a demanding, deadline-driven environment and to establish and maintain effective working relationships with people of different national and cultural backgrounds;
- Demonstrated ability to contribute creatively to the development of security policies and procedures;
- Highly resilient under mental pressure and willingness to work extra hours when required;
- Knowledge of the Mission area and potential security threats;
- Knowledge of CSDP security and duty of care policies;
- Knowledge of the CSDP Field Security Handbook (2017).

Position Name: Finance Officer	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support – Management Level
Ref. number: SOM-054	Location: Mogadishu	Availability: ASAP
Component/Department/Unit: Mission Support Department/ Finance Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: No

1. Reporting Line:

The Finance Officer reports to the Chief of Finance Unit.

2. Main Tasks and Responsibilities:

- To assist the Chief of Finance Unit in maintaining the financial operations of the Mission;
- To develop policies for accounting and control of Mission finances in close cooperation with the Chief of Finance Unit;
- To assist the Chief of Finance in defining procedures for accounts, payments, payroll, petty cash, claims and other financial functions in a multicurrency system;
- To verify the legality and the regularity of transactions prior to authorising financial transactions (i.e. commitments and payments);
- To verify the integrity of accounts, their accuracy and their on-time delivery;
- To implement audit recommendations and ensures the effectiveness of internal controls;
- To identify areas of risk and take appropriate measures for limiting the financial risk, especially concerning the physical and the electronic security of funds, of documents (active and archived) and of transactions;
- To assist in identification of needs of goods and/or services required for improving the efficiency of the unit and help define them for procurement;
- To assist the Chief of Finance Unit in drafting the Mission budget;
- To participate in the preparation and presentation of Financial Reports;
- To contribute to lessons identification;
- To liaise and cooperate on financial issues with the EU Supervising Authorities and all other relevant actors (banks etc.) under the supervision of the Chief of Finance Unit;
- To undertake any other related tasks as requested by the Line Manager.

3. Mission Specific Tasks and Responsibilities:

- To maintain the general ledger system;
- To control and maintain bank accounts and treasury management;
- To administer imprest accounts;
- To provide advice on the interpretation and implementation of the financial procedures.

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 or/and military education or training or an award of an equivalent rank; AND
- A minimum of 4 years of relevant professional experience in the field of finance/accounting, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Knowledge of accounting software.

6. Desirable Qualifications and Experience:

- University and/or Master's Degree in Economics or Finance or specialised training/course in finance or other related fields.

7. Desirable Knowledge, Skills and Abilities:

- Professional accounting/audit certification;
- Experience in using an electronic document management system;
- International experience, particularly in crisis areas with multinational and international organisations;
- Knowledge of administrative rules and regulations relevant to the European Commission and EEAS-administered Missions.