



ANNEX 1

ESDP MISSION IN SUPPORT OF GUINEA BISSAU SECURITY SECTOR REFORM (EU SSR GUINEA BISSAU)

Advertisement for seconded / contracted staff members

Organisation:	EU SSR GUINEA BISSAU
Job Location:	GUINEA BISSAU
Availability:	As indicated below
Staff Regime:	As indicated below
Job Titles/Vacancy Notice:	<p><u>Seconded/Contracted</u></p> <ul style="list-style-type: none">• 1 Finance and Accounts Officer (Availability: as soon as possible) <p><u>Seconded</u></p> <ul style="list-style-type: none">• 1 Budgetary Expert (Availability: 1 June 09)• 1 Expert in military needs assessment (Availability: 1 June)• 1 Expert in Police and Prosecution needs assessment (Availability: 1 June 09)• 1 Military Training Officer Adviser (Availability: 1 June 09)• 1 Judiciary Police/Interpol Training Adviser (Availability: 1 June 09)• 1 Prosecution Adviser including on training concepts, strategies and courses for prosecutors (Availability: 1 June 09)• 1 Prosecution Service Liaison Officer (Availability: as soon as possible)• 1 Reporting Officer (Availability: 1 June 09)• 1 CIS Officer (Availability: 1 June 09)• 1 Mission Security Officer (MSO) (Availability: 1 June 09)• 1 Army Adviser (Availability: 1 June 09)• 1 Navy Adviser (Availability: 1 June 09)• 1 Tri-Service Adviser (Availability: 1 June 09)• 1 Liaison with Third Partners (Availability: 1 June 09)
Deadline for applications:	13 April 2009
E-mail address to send the Job Application Form/CV:	cpcc.eussr-guinea-bissau@consilium.europa.eu

Information:

For more information relating to selection and recruitment, please contact the General Secretariat of the Council of the European Union, CPCC:

For operational and deployment-related questions:

Maj. Francesco SCANU, Operations Unit
Civilian Planning and Conduct Capability, CPCC
e-mail: francesco.scanu@consilium.europa.eu
Tel: + 32 (0) 2 281 5982
Fax: + 32 (0) 2 281 3666
Rue de la Loi 175 (KO 1-116)
B-1048 Brussels

For questions on employment terms and conditions:

Paulo VIDAL, Mission Support Unit
Civilian Planning and Conduct Capability, CPCC
e-mail: paulo.vidal@consilium.europa.eu
Tel: + 32 (0) 2 281 5802
Fax: + 32 (0) 2 281 3135
Rue de la Loi 175, B-1048 Brussels

The General Secretariat of the EU, through CPCC – Civilian Planning and Conduct Capability requests that Member States propose candidates for the following international expert positions for the EU SSR GUINEA BISSAU, according to the requirements and profiles described below:

A. Essential requirements

Citizenship – Citizenship of a Member State of the European Union (EU) and full rights as a citizen.

Integrity – The participants must maintain the highest standards of personal integrity, impartiality and self-discipline within the mission. Participants 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. The participants shall carry out their duties and act in the interest of the mission.

Negotiation Skills – The participants must have negotiating skills and the ability to work professionally in a stressful and diverse environment.

Flexibility and adaptability – Be able to work in arduous conditions with a limited network of support. Must be able to cope with extended separation from family and usual environment.

Physical and mental health – Physically fit and in good health without any physical or mental problems or substance dependency which may impair operational performance in the Mission. Selected personnel should, in principle, be under the normal age of retirement in EU Member States.

Computer Skills – Skills in word processing and spreadsheets are essential. Knowledge of other IT tools will be an asset.

B. Recommendable requirements

Knowledge of the EU Institutions – To have knowledge of the EU Institutions and international standards, particularly related to the Common Foreign and Security Policy, including the European Security and Defence Policy.

Knowledge of the mission area – To have a good knowledge of the history, culture, social and political situation of the Republic of Guinea Bissau. To have knowledge of the security sector including police, military, judiciary and governmental structures (distinct advantage).

Language skills – good command of written and spoken **French and Portuguese** or **Creole** languages will be an asset.

C. Essential documents and requirements for the selected candidates

Passport – The participants must obtain a passport from the respective national authorities. A service/diplomatic passport is advisable.

Visas – Seconded members may obtain a transit visa as appropriate.

Security clearance required: To have or obtain a national security clearance "EU SECRET" level or equivalent.

Certificate/Booklet of vaccination – To be in possession of a valid certificate/booklet of vaccination showing all vaccinations and immunisations received. To be vaccinated according to the required immunisations for the mission area as recommended by the CGS Medical Service.

Medical certificate – To be in possession of a valid certificate declaring the participant fit for the mission.

Driver's licence – Be in possession of a valid – including mission area – civilian driver's licence for motor vehicles (Category B or equivalent). Able to drive any 4-wheel drive vehicle.

D. Additional information on the selection process

Application form – Applications will be considered only when using the standard Application Form (Annex 2) and indicating which position(s) the candidate is applying for.

Selection process – The candidates considered to be the most suitable will be short-listed and invited to an interview before the final selection is made.

Information on the outcome – Candidates will be informed about the outcome of the selection process after its completion.

JOB DESCRIPTIONS

Finance and Accounts Officer

(1 position)

He/she reports to the Chief Administration/Finance.

Main tasks

- To assist the Chief Administration/Finance in financial management of the ESDP Mission including the approval of financial obligations, payments and disbursements.
- To manage the accounts, payments, treasury, payroll, financial system, claims and other financial functions.
- To ensure the integrity, accuracy and timely submission of internal and external financing reporting. To develop and implement internal and external audit methods.
- To liaise and cooperate on financial issues with the EU and all other relevant actors.
- To identify needs of goods and/or services specifically required for its area of responsibility and to technically define the appropriate requirements of the means required to cover these needs and to participate, as appropriate, in the correspondent processes to procure these goods and services.
- Undertake any other tasks required by the Head of Mission.

Job requirements

- Bachelor or equivalent University degree in Economics, Finance or Accounting.
- Excellent analytical, research and problem-solving skills.
- To have a minimum of 5 years of professional experience.
- To have experience in the implementation of EU budgetary and financial processes and regulations (desirable).
- Good command of written and spoken French and Portuguese or Creole languages will be a distinct advantage.
- Ability to operate Windows, including MS Office and in special extremely confident with spreadsheets, or PC based accounting systems.

Budgetary Expert

(1 position)

He/she reports through the Deputy Head of Mission to the Head of Mission.

Main tasks

- To assist the Head of Mission in the identification of budgetary related aspects of SSR costs.
- To coordinate with the advisors the planning, analysing and designing of all aspects of budgetary management of all security services and assessments of SSR costs.
- To assist the Head of Mission in the production of reports concerning budgetary issues, proposing/recommending changes and improvements.
- To help ensure accuracy and comprehensive policies and guidelines to the budgetary aspects related to SSR.
- To assist with the coordination and possible distribution and/or reallocation of budgetary resources provided for SSR.
- To contribute to the reporting responsibilities on mission activities.
- To perform any other tasks as required by the Head of Mission.

Job Requirements

- University Degree in Economy, Administration or equivalent combination of education, training and practical experience.
- To have a minimum of 10 years of broad professional experience.
- To have a minimum of 2 years of specific professional experience as responsible of budgetary management, in civilian, military or police functions related to the position.
- Good command of written and spoken French and Portuguese or Creole languages will be a distinct advantage.
- Good working knowledge of MS Word, Power Point and Excel software's.
- To be familiar with the use of MS Access and specific budgetary planning software (desirable).
- To have experience in the implementation of EU budgetary and financial processes and regulations (desirable).
- International experience, particularly in crisis areas with multi-national and international organizations (desirable).

Expert in military needs assessment

(1 position)

He/she reports through the Deputy Head of Mission to the Head of Mission.

Main tasks

- To assist the Head of Mission in the identification, including costing projects, of infrastructural and logistical aspects related on SSR military needs.
- To coordinate with the mission advisors on the planning, analysing and designing all aspects of identification of needs in the military field.
- To identify and implement solutions for the adequate identification of needs in the military field.
- To identify the needs in terms of goods, services, equipments and infrastructures specifically required for in the military sector and to technically define the appropriate requirements of the means required to cover these needs.
- To closely work with and contribute to the work of those responsible within the mission for the identification of needs and coordination with donors.
- To contribute to the reporting responsibilities on mission activities.
- To undertake any other related tasks as required by the Head of Mission.

Job Requirements

- University Degree in Engineering, Economics or equivalent academic or professional training in the areas of military supply, logistics and infrastructures.
- To be a senior military officer.
- To have a minimum of 10 years of broad professional experience.
- To have a minimum of 2 years of specific professional experience in the field of military logistic/engineering.
- Good command of written and spoken French and Portuguese or Creole languages will be a distinct advantage.
- International experience, particularly in crisis areas with multi-national and international organizations.
- Good working knowledge of MS Word, Power Point and Excel software's.
- To be familiar with the use of MS Access and specific logistic or planning software (desirable).

Expert in Police and Prosecution needs assessment

(1 position)

He/she reports through the Deputy Head of Mission to the Head of Mission.

Main tasks

- To assist the Head of Mission in the identification, including costing projects, of infrastructural and logistical aspects related on SSR police and prosecution needs.
- To coordinate with the mission advisors on the planning, analysing and designing all aspects of identification of needs in the police and prosecution field.
- To identify and implement solutions for the adequate identification of needs in the police and prosecution field.
- To identify the needs in terms of goods, services, equipments and infrastructures specifically required for the Police and Prosecutor sector and to technically define the appropriate requirements of the means required to cover these needs.
- To be by-default, the expert responsible for the identification of needs, i.e., the responsible for the identification of needs not specifically attribute to a different expert.
- To closely work with and contribute to the work of those responsible within the mission for the coordination with donors.
- To contribute to the reporting responsibilities on mission activities.
- To undertake any other related tasks as required by the Head of Mission.

Job Requirements

- University Degree in Engineering, Economics or equivalent academic or professional training in the areas of police and prosecution supply, logistics and infrastructures.
- To be a senior police officer.
- To have a minimum of 10 years of broad professional experience.
- To have a minimum of 2 years of specific professional experience in the field of police and prosecution logistic/engineering.
- Good command of written and spoken French and Portuguese or Creole languages will be a distinct advantage.
- International experience, particularly in crisis areas with multi-national and international organizations.
- Good working knowledge of MS Word, Power Point and Excel software's.
- To be familiar with the use of MS Access and specific logistic or planning software (desirable).

Military Training Officer Adviser

(1 position)

He/She reports through the Deputy Head of Mission to the Head of Mission. The Tri-Service Advisor coordinates the work of all military advisors.

Main Tasks

- Advise and assist the Armed Forces Chief of staff in preparing the basic and generic training of the future GB Armed Forces recruits in the framework of the national SSR strategy.
- Help elaborate doctrines and assist in the development of training concepts, manuals and standard operating procedures for the basic and generic level of the majority of the GB recruits and NCOs, with a particular emphasis on the democratic principles of modern armed forces, regarding human rights, international law, gender issues, etc.
- Advise and assist in defining the necessary organization of the formation of a conscript system, define policy for recruitment and help in the implementation.
- Elaborate a "train the trainers" process.
- Coordinate with relevant training institutions in GB, including civilian in order to maximize the efforts and ensure coherence and consistency.
- Prepare small exercises, seminars, conferences for GB cadres when ordered.
- Work in Military Training Center of Cumere or in another school when required.
- To contribute to the reporting responsibilities on mission activities.
- Undertake any other tasks required by the Head of Mission.

Job Requirements

- Military Officer, Major or Captain.
- A minimum of 10 years of military experience in the military education domain.
- Good command of written and spoken French and Portuguese or Creole languages will be a distinct advantage.
- Strong organizational skills, ability to work under pressure within short deadlines and manage multiple tasks and unexpected demands.
- Excellent communication, interpersonal and management skills.
- International experience, particularly in crisis area with multi-national and international organisations.

Judiciary Police/Interpol Training Adviser

(1 Position)

He/She reports through the Deputy Head of Mission to the Head of Mission.

Main tasks

- Advise and assist the Judiciary Police and Interpol Directors in preparing the basic and generic training of the JP and Interpol officers recruited in the framework of the national SSR strategy.
- Help elaborate doctrines and assist in the development of training concepts, manuals and standard operating procedures for the basic and generic level of the majority of the Inspectors and agents, with a particular emphasis on the democratic principles of modern security forces, regarding human rights, international law, gender issues, etc.
- developing and assist training concepts (training needs, curricula etc.), manuals and standard operating procedures to improve the response capacity to organized crime in accordance with modern police standards.
- Prepare small exercises, seminars, conferences for Judiciary Police Officers when ordered.
- Work in the Police Training Center or in another school when required.
- Help assessing basic training material and equipment needs, including special investigative means.
- To contribute to the reporting responsibilities on mission activities.
- Undertake any other tasks required by the Head of Mission.

Job Requirements

- A University degree in law/ police sciences or equivalent law enforcement training.
- Rank: Major/Captain or equivalent civil servant position within a police service.
- A minimum of 10 years of diversified police experience, at least five of which will have been at middle management level of their police organization.
- Minimum 3 years of professional experience related to the position.
- Good command of written and spoken French and Portuguese or Creole languages will be a distinct advantage.
- Excellent communication, interpersonal and management.
- International policing experience, particularly in crisis areas with multinational and international organizations.
- Experience in Police Forces' reorganization/reform desirable.

**Prosecution Adviser on
training concepts, strategies and courses for prosecutors**

(1 position)

He/she reports through the Deputy Head of Mission to the HOM.

Main Tasks

- Develop training concepts and strategies for Guinean-Bissauan prosecutors;
- Assist in the preparation and organization of training sessions for prosecutors on investigation of drug trafficking and related crimes; economic and financial crimes, corruption and related crimes in coordination with the relevant local authorities;
- Assist in drafting directives, instructions and manuals for the investigation of the above mentioned crimes.
- Assist in drafting orders for the office of the Prosecutor general in certain criminal investigations.
- Advise the Prosecutor-General and the Superior Council for Public Prosecution on taking decisions, legal resolutions and actions related to the execution of their authority according to the law of Guinea-Bissau.
- Contribute to the reporting responsibilities on mission activities.
- Undertake any other related tasks as required by the Head of Mission.

Job Requirements

- University degree (or equivalent) in law, preferably within a civil (continental) law system, and admittance to practice in a national jurisdiction.
- 10 years of effective experience as a prosecutor preferably in a civil (continental) law system.
- Experience in the investigation of drug trafficking and related crimes; economic and financial crimes, corruption and related crimes, as well as in the prosecution procedure at first instance level.
- More than 5 years of training experience.
- Experience as a trainer, preferably on legal training (e.g. courses for magistrates and court staff).
- International experience, particularly in crisis areas with multi-national and international organizations.
- Good command of written and spoken French and Portuguese or Creole languages will be a distinct advantage.
- Good communication skills.

Prosecution Service Liaison Officer

(1 position)

He/she reports through the Deputy Head of Mission to the HOM.

Main Tasks

- To liaise with the Guinea-Bissauan Judiciary Police and other Police forces in charge of criminal investigations and to ensure the good cooperation with those institutions.
- To liaise with the Ministry of Justice, UNODC; UNDP and other agencies that could support investigations on drugs/narcotics trafficking.
- To assist the Prosecution advisors in their activities as necessary.

Job Requirements

- University degree (or equivalent) in law, preferably within a civil law system, and admittance to practice in a national jurisdiction.
- 7 years of effective experience as a prosecutor preferably in a civil (continental) law system.
- International experience, particularly in crisis areas with multi-national and international organizations.
- Good command of written and spoken French and Portuguese or Creole languages will be a distinct advantage.
- Good communication skills.

Reporting Officer

(1 position)

He/She reports to the Head of Mission.

Main tasks

- Produce high quality reports according to the mission need to be distributed internally and externally, in particular to the chain of command in Brussels (predominantly weekly, monthly and special reports). All reports are to be of a high standard in terms of accuracy and content.
- Analyze and collate the reports on Mission activities and help analyze the developments and achievements of mission goals.
- Read and analyze incoming reports carefully and – where necessary/appropriate – channel relevant information on to relevant Mission members in accordance with the Head of Mission decisions.
- Assist in the collection and filing of relevant documents produced within the Mission, including classified and restricted access material, ensuring immediate access to the required documents.
- Assist in collecting, recording and dispatching of mail and correspondence within the mission, overseeing the correspondence process to ensure timely and appropriate responses.
- Ensure that Mission personnel are aware of reporting procedures and submit good quality information for analysis.
- Undertake any other tasks as required by the Head of Mission.

Job Requirements

- Advanced University Degree in Political Sciences, International Relations, Social Sciences, Journalism, Communications or equivalent training and experience in relevant field of specialization.
- A minimum of 5 years of professional experience.
- Excellent command of written and spoken English. Good command of French and Portuguese or Creole languages will be a distinct advantage.
- Excellent analytical abilities, drafting skills and report writing skills are needed.
- International experience preferable, particularly in crisis area with multi-national and international organisations.
- Excellent interpersonal and communications skills.
- Strong organizational skills, ability to work under pressure within short deadlines and manage multiple tasks and unexpected demands.

CIS Officer

(1 position)

He/She reports to the Head of Administration/Finance

Main tasks

- To assist and advise the chain of command on all CIS issues.
- To develop a communications and network plan for the mission, taking into consideration possible local licensing and contract legislation, in conjunction with the administrative, logistical and operational requirements of the mission.
- To establish the necessary technical liaison and coordination with other international organizations in the mission area.
- To establish and maintain a secure radio, computer, satellite and telephone communications system in support of the mission.
- To co-ordinate with the Administration, the number, technical specifications and location of the telecommunications equipment required for the personnel to perform their duties.
- To install specific available telecommunication systems or equipments required.
- To prepare in co-ordination with the Administration the Data Risk Map and the Data Recovery Plan for the EU supported systems, in agreement to the Master Plans.
- To provide technical advice on all communication matters and to ensure that an adequate level of security is applied to all communications system.
- To keep accurate, detailed and updated inventory of the hardware and software distributed Mission wide, in co-ordination with the Administration.
- To ensure the security of information in theatre in co-operation according to Council Security regulations.
- To act as a crypto custodian in theatre.
- To produce precise reports concerning communication issues and to recommend improvements.
- To establish Standard Operating Procedures/Internal Guidelines containing policies and directives relating to all communication issues.
- To identify needs of goods and/or services specifically required for its area of responsibility and to technically define the appropriate requirements of the means required to cover these needs and to participate, as appropriate, in the correspondent processes to procure these goods and services.
- To undertake any other related tasks as required by the Head of Mission.

Job Requirements

- An advanced University degree in Communications or Technical Specialization in Engineering, Communications or equivalent combination of education, training and practical experience.
- A minimum of 5 years of experience in information and communication technology management with good knowledge in supplies ordering/acquisition and procurement tenders and 2 years of experience in a managerial position.
- Strong theoretical background and experience in information technology and management, particularly in hardware equipments.
- Ability to draft procedures for the use and management of computers systems and networks.
- Extensive knowledge of hardware specifications and performances.
- Good command of written and spoken French and Portuguese or Creole languages will be a distinct advantage.
- International experience (desirable).

Mission Security Officer (MSO)

(1 position)

Main tasks

In line with the EU's Policy on the Security of EU staff deployed outside the EU in an operational capacity under Title V of the TEU (Field Security Policy) and under the authority of the Head of Mission (HoM), the MSO is responsible for the following tasks:

- To manage the security and safety of ESDP staff deployed to through the design and implementation of appropriate security policies and procedures.
- Liaise with the EC Delegation, UN, Guinea Bissau Authorities and others to monitor and assess the security situation, make security recommendations, adopt the security measures as appropriate and update/upgrade the Mission Security Plan when necessary.
- To carry out the daily management of the ESDP Mission's Security Office.
- To be responsible, in line with the EU's Field Security Policy and its supporting documents, for the continued development, implementation and updating of the Mission security plans.
- To ensure that the security policies and procedures are followed as per mission SOPs.
- To ensure timely and accurate security reporting including real time reporting from potential trouble spots.
- To ensure personal security advice is given to members of mission staff as required. In this regard, to provide a security-briefing package for staff members with regard to security situations to be expected or encountered in Guinea Bissau.
- To ensure an effective system of security reviews in relation to ESDP mission property and buildings and recommend changes if necessary.
- Ensure compliance with the basic principles and minimum standards of Council decision 2001/264/EC regarding the protection of EU Classified Information.
- To identify staff training needs in security related areas in line with standards set by the EU Field Security Policy and supporting documents.
- Where appropriate work with the Guinea Bissau Security Authorities as regard security screening of the locally contracted personnel.
- To work in close cooperation with the Department of Administration in matters related to the purchasing of necessary security related equipment and services.
- To carry out other tasks as delegated by the Head of Mission or his/her Deputy
- To liaise with the CPCC Field Security Section on all matters foreseen by the EU's Field Security Policy and supporting documents.

Job Requirements

- Graduate from a national military/police academy with specialized training in field operations, force protection and/or security with at least 3 years of relevant work experience - not dating back more than two years from this current application- in mission security matters or professional training on Field Security with at least 3 years of relevant work experience - not dating back more than two years from this current application - in a field security capacity in an international organization involved in crisis management (UN or UN agency, OSCE, ICRC,...).
- In both cases professional experience must demonstrate increasing responsibility at management level in the civilian security field or in the military/police field, in particular with regard to the security/protection of personnel, facilities and assets.
- 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.
- Experience in planning and implementing projects.
- Good command of written and spoken French and Portuguese or Creole languages will be a distinct advantage.
- International experience (desirable).
- Experience in (West) Africa will be considered as an advantage.

Army Adviser

(1 position)

He/She reports through the Deputy Head of Mission to the Head of Mission. The Tri-Service advisor coordinates the work of the military advisors.

Main tasks

- advise and assist the Army Chief of staff, in reorganizing the Army in the framework of the national SSR strategy, confirming the legal framework regarding the Army is appropriate, taking into account the provisions of the laws on national defence, the new threats, the potential contribution of the Army to the border and immigration control and the fight against drugs trafficking, and in defining as appropriate the necessary doctrines and/or concepts, in particular in the framework of the development of the African peace support capacities.
- advise and assist the Army Chief of staff in defining a human resources policy, including the creation and launching of a conscript system, recruitment, nomination and promotion policy, performance review, honours and reward policy, internal investigation capacity and discipline procedures, as well as health policy.
- advise and assist the Army Chief of Staff in defining structural plans for the implementation of effective systems for financial management and administration as well as for an effective management of material resources, including equipment and its maintenance.
- advise and assist the Army Chief of Staff in defining the desired organisational structure and size of each necessary Command, defining needs in terms of personnel and assets, taking into account potential re-allocation of existing human resources and assets accordingly to the SSR strategy.
- advise and assist the Army Chief of Staff in assessing needs and defining structural plans for education and training as appropriate, including in the light of a possible participation to peace-support operations, in assessing needs and defining structural plans for equipment, assessing material as well as basic and special equipment needs.
- advise and assist the Army Chief of Staff in developing appropriate training concepts (training needs, curricula etc.), manuals and standard operating procedures, with a particular emphasis on the democratic principles of modern armed forces, regarding human rights, international law, gender issues, etc.
- advise and assist the Army Chief of Staff in defining structural plans aimed at improving working conditions through construction, reconstruction and refurbishment of services Headquarters and facilities.

- coordinate with the other services advisers and the tri-service adviser in order to ensure consistency and coherence in the advice and assistance given by the ESDP mission to the military authorities.
- coordinate with the civilian advisers in order to ensure coherence and consistency.
- To contribute to the reporting responsibilities on mission activities.
- undertake any other tasks required by the Head of Mission, including representing as required the Mission on behalf of the Head of Mission at senior level meetings with local counterparts, with EU Member States representations, with the European Commission delegation, and with the international community.

Job Requirements

- Military officer, Colonel or experienced Lieutenant Colonel.
- An advanced University Degree in International Studies, Law, Political Sciences, Social Sciences, Public Administration, Diplomacy, or a military equivalent.
- A minimum of 20 years of extensive military experience.
- Good command of written and spoken French and Portuguese or Creole languages will be a distinct advantage.
- Strong diplomatic skills.
- Strong organizational skills, ability to work under pressure within short deadlines and to manage multiple tasks and unexpected demands.
- Experience in national or international assignments within staff functions.
- Experience in Army's reorganisation at national or international level desirable.
- Excellent communication, interpersonal and management skills.

Navy Adviser

(1 position)

He/She reports through the Deputy Head of Mission to the Head of Mission. The Tri-Service advisor coordinates the work of the military advisors.

Main tasks

- advise and assist the Navy Chief of staff, in reorganizing the Navy in the framework of the national SSR strategy, confirming the legal framework regarding the Navy is appropriate, taking into account the provisions of the laws on national defence, the new threats, the potential contribution of the Navy to the border and immigration control, the fishery protection and the fight against drugs trafficking, and in defining as appropriate the necessary doctrines and/or concepts.
- advise and assist the Navy Chief of Staff in defining structural plans for the creation and implementation of the Coast Guard inside the Navy.
- advise and assist the Navy Chief of staff in defining a human resources policy, including the creation and launching of a conscript system, recruitment, nomination and promotion policy, performance review, honours and reward policy, internal investigation capacity and discipline procedures, as well as health policy.
- advise and assist the Navy Chief of Staff in defining structural plans for the implementation of effective systems for financial management and administration as well as for an effective management of material resources, including equipment and its maintenance.
- advise and assist the Navy Chief of Staff in defining the desired organisational structure and size of each necessary Command, defining needs in terms of personnel and assets, taking into account potential re-allocation of existing human resources and assets accordingly to the SSR strategy.
- advise and assist the Navy Chief of Staff in assessing needs and defining structural plans for education and training as appropriate, in assessing needs and defining structural plans for equipment (including ship and support equipment), assessing material as well as basic and special equipment needs.
- advise and assist the Navy Chief of Staff in developing appropriate training concepts (training needs, curricula etc.), manuals and standard operating procedures, with a particular emphasis on the democratic principles of modern armed forces, regarding human rights, international law, gender issues, etc.
- advise and assist the Navy Chief of Staff in defining structural plans aimed at improving working conditions through construction, reconstruction and refurbishment of services Headquarters and facilities.

- coordinate with the other services advisers and the tri-service adviser in order to ensure consistency and coherence in the advice and assistance given by the ESDP mission to the military authorities.
- coordinate with the civilian advisers in order to ensure coherence and consistency
- To contribute to the reporting responsibilities on mission activities.
- undertake any other tasks required by the Head of Mission, including representing as required the Mission on behalf of the Head of Mission at senior level meetings with local counterparts, with EU Member States representations, with the European Commission delegation, and with the international community.

Job Requirements

- Military officer, Captain/Colonel or experienced Commander/Lieutenant Colonel.
- An advanced University Degree in International Studies, Law, Political Sciences, Social Sciences, Public Administration, Diplomacy, or a military equivalent.
- A minimum of 20 years of extensive military experience.
- Good command of written and spoken French and Portuguese or Creole languages will be a distinct advantage.
- African experience desirable.
- Strong diplomatic skills.
- Strong organizational skills, ability to work under pressure within short deadlines and to manage multiple tasks and unexpected demands.
- Experience in national or international assignments within staff functions.
- Experience in Navy's reorganisation at national or international level desirable.
- Excellent communication, interpersonal and management skills.

Tri-Service Adviser

(1 position)

He/She reports through the Deputy Head of Mission to the Head of Mission.

Main tasks

- To advise and assist the Chief of Defense staff, in reorganizing the Armed Forces in the framework of the national SSR strategy, confirming the legal framework for the armed forces is appropriate, taking into account the provisions of the laws on national defence, the new threats, the contribution of the armed forces to the border and immigration control, the fishery protection and the fight against drugs trafficking, the necessary civilian control on the armed forces, as well as the objectives set out in the external relations policy of Guinea Bissau.
- To advise and assist the Chief of staff in defining clear structures for the implementation of the SSR strategy as well as the implementation of the national defence policy.
- To advise and assist the Chief of staff in defining a clear delineation of tasks between the armed forces and the police, ensuring that appropriate cooperation structures are put in place.
- To advise and assist the Chief of staff in defining a clear architecture and structures to allow for an effective exchange of intelligence between the services, as well as with the relevant other national entities.
- To advise and assist the Chief of staff in defining clear objectives, policies, doctrines and concepts for the use of the armed forces, including the use of force.
- To advise and assist the Chief of staff in his task of ensuring coherence between all the structural plans developed for each service as well as ensuring coherence between the Human resources policies of the services, namely the creation and launching of a conscription system, defining a human resources policy, including a recruitment, nomination and promotion policy, performance review, honours and reward policy, internal investigation capacity and discipline procedures as well as military health policy.
- To advise and assist the Chief of staff in defining structural plans for the implementation of an effective system for controlling and coordinating the services, ensuring cooperation between them.
- To advise and assist the Chief of staff in his role of military adviser to the Defence Minister and in the political role a CHOD has to play in a democratic country.
- To advise and assist the Chief of Staff in defining structural plans for the implementation of effective systems for financial management and administration as well as for an effective management of material resources, including equipment and its maintenance.

- To advise and assist the Chief of staff in defining priorities in equipment and training among the services, establishing common suitable mechanisms for procurement, maintenance as well as budgetary and financial regulations for the three services.
- To advise and assist the Chief of staff in developing a detailed list of small scale projects to be presented to potential donors.
- To advise and assist the Chief of Staff in developing appropriate joint training concepts (training needs, curricula etc.), manuals and standard operating procedures, with a particular emphasis on the democratic principles of modern armed forces, regarding human rights, international law, gender issues.
- To advise and assist the Chief of Staff in defining structural plans aimed at improving working conditions through construction or reconstruction and refurbishment of the Armed Forces Headquarters and the Joint facilities.
- To coordinate the work and the advice given by the military advisers in order to ensure consistency and coherence in the advice and assistance given by the ESDP mission to the military authorities.
- To coordinate with the civilian advisers in order to ensure coherence and consistency;
- To contribute to the reporting responsibilities on mission activities.
- To establish professional working relationships with relevant civilian and military personnel within designated organizations in the mission area, to facilitate the mutual exchange of necessary information, to allow effective co-ordination and co-operation between the ESDP Mission and other primary stakeholders and international organizations in Guinea Bissau.
- To undertake any other tasks required by the Head of Mission.

Job Requirements

- Military officer, Colonel or experienced Lieutenant Colonel, who has attended the Joint Military Staff Course.
- An advanced University Degree in International Studies, Law, Political Sciences, Social Sciences, Public Administration, Diplomacy, policing or related field or a military equivalent.
- A minimum of 20 years of military experience.
- Good command of written and spoken French and Portuguese or Creole languages will be a distinct advantage.
- Strong diplomatic skills.
- Strong organizational skills, ability to work under pressure within short deadlines and to manage multiple tasks and unexpected demands.
- Experience in national or international assignments within staff functions.
- Excellent communication, interpersonal and management skills.

Liaison with Third Partners

(1 position)

He/she reports through the Deputy Head of Mission to the HOM.

Main Tasks

- Ensure regular exchanges of information and close coordination with other international actors involved in SSR activities in Guinea-Bissau, in particular with the UN, ECOWAS and CPLP.
- Ensure ESDP advice and assistance is coordinated and coherent with EDF, European Community and Member States activities, seeking maximum synergy of effort.
- Maintain a close relationship with the Steering Committee (Permanent Secretariat) advisor (former CTC advisor).
- Contribute to creating conditions with partners (bilateral or multilateral) in order to facilitate subsequent donors engagement in support of SSR in Guinea-Bissau.
- Contribute to the reporting responsibilities on mission activities.
- Undertake any other related tasks as required by the Head of Mission.

Job Requirements

- Military Officer, rank Colonel/Lieutenant-colonel or Police or civilian equivalent with at least 10 years of experience.
- An advanced University Degree in International Studies, Law, Political Sciences, Social Sciences, Public Administration, Diplomacy, policing or related field or a military equivalent.
- African experience will be a distinct advantage.
- International experience preferable, particularly in crisis area with multi-national and international organisations.
- Familiarity with other international actors in the field, especially UN, ECOWAS and CPLP.
- Experience in SSR would be an asset.
- Strong diplomatic skills.
- Strong organizational skills, ability to work under pressure within short deadlines and to manage multiple tasks and unexpected demands.
- Experience in coordination. Background in national or international staffs.
- Excellent communication, interpersonal and management skills.
- Good command or written and spoken French and Portuguese or Creole will be a distinct advantage.