

EUROPEAN EXTERNAL ACTION SERVICE



Amendment 1 - Annex 1

EU Advisory Mission for Civilian Security Sector Reform Ukraine (EUAM Ukraine) 2-2025 Call for Contributions for Visiting Experts Requirements and Job Descriptions				
Organisation:	EU Advisory Mission for Civilian Security Sector Reform Ukraine			
Job location:	As indicated below			
Employment regime:	As indicated below			
Job titles/ vacancy notice:	Ref.:	Name of the post:	Location:	Availability:
	<u>Seconded (6)</u>			
	UAVE27 UAVE28	Visiting Expert Adviser on Case Building of International Crimes (2 positions)	Kyiv- Countrywide	1 Sep 2025 1 Sep 2025
	UAVE29	Visiting Expert Senior Adviser on EIBM Strategy	Kyiv- Countrywide	1 Aug 2025
	UAVE30	Visiting Expert Adviser Trainer on E-learning and Video Production	Kyiv- Countrywide	1 Jul 2025
	UAVE32	Visiting Expert Senior Adviser on External Oversight	Kyiv	1 Aug 2025
	UAVE33	Visiting Expert Adviser on Transitional Justice	Kyiv	1 Jul 2025
Deadline for applications:	Wednesday, 25 June 2025 at 17:00 (Brussels time)			
Applications must be submitted to:	1) You have the nationality of an EU Member State: you must use Goalkeeper to apply: a) You are already registered on Goalkeeper AND you have an EU Login: https://goalkeeper.eeas.europa.eu/registrar/web b) You do not have a Goalkeeper account or an EU Login:			



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	<p>https://goalkeeper.eeas.europa.eu/registrar/web/DPA/357/details.do</p> <p><i>Please note: seconded positions are only available for candidates already validated in the database of their Seconding Authority. Please contact your national Seconding Authority for more information on applying for vacant seconded positions.</i></p> <p><i>We are unable to provide contact details of national Seconding Authorities.</i></p>
Information:	<p>For more information relating to selection and recruitment, please contact the Civilian Operations Head Quarters (CivOpsHQ):</p> <p style="text-align: center;">Mr Zsolt FEJES</p> <p style="text-align: center;">CIVOPSHQ-HR-EUAM-UKRAINE@eeas.europa.eu</p>

High Risk Non-Family Mission

EUAM Ukraine bears a High Risk Non-Family Mission status due to the present risk rating of the mission area as high, according to the SIAC risk rating table. As such, international seconded and contracted mission members shall at no time receive visits or be habitually accompanied by any family member in the mission area for the duration of their present tour of duty or contract.

Seconded personnel – For seconded positions, only personnel nominations received through official channels from EU Member States and Invited Third States (Contributing States) will be considered.

The Mission shall cover the Visiting Experts (VE) travel costs to and from the place of deployment and for any duty travel while on deployment.

Contributing States and EU Agencies will bear all personnel-related costs for seconded VE, e.g. salaries and medical coverage (with the exception of the High-Risk insurance), and allowances other than those paid according to the Council documents 7291/09 (10 March 2009) and 9084/13 (30 April 2013).

Due to the non-permanent nature of VE assignments to Missions, specific provisions may apply with regard to their status, entitlements (e.g. leave days), rights and obligations and security.

Tour of duty – The duration of the deployment is indicated in the respective job description, respectively for an initial 3 months with a possible extension for another 3 months, according to the planned schedule.

Location of seconded Experts - Candidates must be authorised to work in Ukraine. The Mission continuously assesses the security situation in the Area of Operations. Advisers must be able and willing to work in Ukraine, including in High/Critical Risk Environments.

The Civilian Operations Commander requests that EU Member States propose candidates for the following international expert positions for EUAM Ukraine, according to the requirements and profiles described below:

I. GENERAL CONDITIONS

Citizenship – Candidates must have a citizenship of an EU Member State..

Integrity – Candidates must maintain the highest standards of personal integrity, impartiality and self-discipline within the Mission. Selected 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 – 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 – 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.

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:

Physical and mental health – 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 and in its Area of Operation. Selected candidates should undergo an extensive medical examination as requested by the seconding authority or the Mission in accordance with “Fit to work clearance” procedure prior to recruitment/deployment to prove that they comply with the requirement.

To ensure duty of care in the CSDP Mission, selected seconded/contracted candidates shall be able to serve the full period of secondment/contract before reaching the normal age of retirement in Contributing States/country of residence.

Education and training – Candidates should have a recognised qualification under the European Qualifications Framework (EQF), or equivalent, at a level specified in the individual job descriptions. Candidates are strongly advised to verify their compliance through the link: <https://ec.europa.eu/ploteus/content/descriptors-page>.

Knowledge – 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).

Skills and abilities

Language skills – Candidates must have the understanding, speaking, and writing proficiency in the working languages of the Mission. Certain positions may require higher language skills further specified in the individual job descriptions. The Mission may seek to facilitate language training and where appropriate, specialist language training, for newly recruited Mission staff members. Candidates are advised to verify their proficiency through the following link: <https://europa.eu/europass/en/common-european-framework-reference>.

Communication and interpersonal skills – Candidates must have excellent interpersonal and communication skills, both written and oral.

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

Digital skills – Candidates must have basic digital skills in the competency areas: information and data literacy, communication and collaboration, digital content creation, safety and problem solving. Candidates are advised to verify their proficiency through the following link: <https://digital-strategy.ec.europa.eu/en/news/test-your-digital-skills-and-thrive-digital-world>.

Driving skills – 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 general conditions may result in repatriation/termination of the secondment/contract.

II.B Desirable requirements

Knowledge of the Mission area – 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, as applicable.

Knowledge and experience of Security Sector Reform – Candidates must be acquainted with Security Sector Reform concepts and practices, especially in the Mission area, as applicable.

Training and experience – Candidates should have attended a Civilian Crisis Management Course or equivalent.

Language – Knowledge of local language(s), depending on the job tasks and responsibilities.

Driving licence – Category C driving licence.

III. ESSENTIAL DOCUMENTS AND EQUIPMENT FOR SELECTED CANDIDATES

Passport – Selected candidates must have a biometric passport from their respective national authorities valid for at least six months. If possible, a Service Passport or Diplomatic Passport should be issued.

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

Education diploma(s)/certificate(s) and/or professional certificate(s) – 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 their duties.

Required Personnel Security Clearance (PSC) or Certificate of Good Conduct – Selected candidates will have to be in possession of the necessary level of a Personnel Security Clearance (PSC) as specified in the respective job descriptions. In case of lack of such requirement in the job description, selected candidates are required to present a valid official document from their respective country's competent national Authority confirming the lack of convictions for crimes or offences under common law, not older than 3 months (the so-called ***Certificate of good conduct***).

In case of the PSC requirement: seconded experts must provide the original certificate of the national security clearance or a proof of the initiation of the process upon deployment. For contracted experts, the process will be initiated by the Mission upon deployment. Please note that the role of the Mission is limited to initiation of the process and the Mission declines all responsibility regarding its final outcome.

In any case, the final PSC certificate must be presented within 12 months from the deployment. Failing to meet this requirement will result in the termination of the secondment/contract and no extension can be granted. Please note that Heads of Mission, Deputy Heads of Mission and Senior Mission Security Officers must always provide a valid PSC upon their deployment – a proof of initiation of the PSC is not accepted.

In case of the ***Certificate of good conduct***, seconded experts must deliver such a certificate to their respective Seconding Authority. Contracted experts must deliver such a certificate to the Mission's Human Resources before their deployment. In case of possession of multiple nationalities, or if a candidate has or had his/her residence in a country, which is not his/her country of origin, a certificate must be issued by every country where the selected candidate has had his/her residence for a period longer than 1 year during the last 5 years preceding the deployment (except if he/she resided there prior to reaching the age of 18 years).

For Contributing Third States selected candidates, an equivalence to access to the required level of EUCI will be delivered on the basis of Security of Information Agreement or Administrative Arrangements with EU or, in their absence, on the basis of the Framework Participation Agreements.

Certificate/booklet of vaccination – 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 Area of Operation of the Mission.

Medical certificate – Selected candidates should undergo an extensive medical examination and be certified medically fit for Mission duty. A dental examination is also required to certify that no eminent dental issues are foreseen.

For selected contracted candidates, in compliance with “Fit to work clearance procedure”, a copy of the result of the medical examinations as well as the fitness to work certificate, for seconded selected candidate, the fitness to work certificate must be sent to the Medical Adviser of the Mission before joining the Mission. Medical data will be handled with confidentiality and in line with EU Charter of Fundamental Rights and the Standard Operating Procedure on the protection of personal data (CivOpsCdr Instruction 12-2018 as amended.)

The Heads of Mission reserve the right to reject the recruitment of any selected candidate that proves to be medically unfit to work in a civilian CSDP Mission.

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

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

IV. ADDITIONAL INFORMATION

Equal opportunities – The Mission is committed to an equal opportunities policy for all its staff and candidates, promoting gender equality and to preventing discrimination on any grounds. It actively welcomes applications from all qualified candidates from diverse backgrounds and from the broadest possible geographical basis amongst the EU Member States. It aims at a service, which is truly representative of society, where each staff member feels respected, is able to give their best and can develop their full potential

Gender balance – The EU strives for improved gender balance in CSDP operations in compliance with EU policy and UNSCR 1325 on Women, Peace and Security (WPS). The CivOpsHQ encourages the EU Member States and European Institutions to take this into account when putting forward candidates at all levels.

Application form – 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 dedicated application form returned in Word format.

Selection process – Candidates considered to be most suitable will be shortlisted and, if needed, interviewed in Brussels, at the Headquarters of the Mission or by video conference before the final selection is made. If seconded candidates are required to travel to Brussels/Mission Headquarters for interviews, the contributing States will bear any related costs. Candidates should be selected on the basis of relevant competence and experience, while strict priority shall

be given to seconded candidates. Contracted candidates will be selected only on exceptional basis.

Information on the outcome – Contributing 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 e-SAFE modules, which are designed for the delegations or an equivalent course. The modules can be accessed in the following link: <https://webgate.ec.europa.eu/eeas/security-e-learning>.

HEAT Training - Candidates must have undergone a certified Hostile Environment Awareness Training (four to five days residential training) no more than five years ago.

Pre-Deployment Training (PDT) – The selected candidates should have undergone Pre-Deployment Training in accordance with the CSDP agreed Training Policy, or a national alternative of the course.

Data protection – The EEAS, and its Directorate CivOpsHQ, processes personal data pursuant to Regulation (EC) 2018/1725 on the protection of individuals with regard to the processing of personal data by the EU institutions, bodies, offices and agencies and on the free movement of such data. The Privacy statement is available on the EEAS website.

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).

VISITING EXPERTS POSITIONS

Position Name: Visiting Expert Adviser on Case Building of International Crimes	Employment Regime: Seconded	
Ref. Number: UAVE27 UAVE28 (2 positions)	Location: Kyiv - Countrywide	Availability: 1 Sep 2025
Component/Department/Unit: International Crimes Component/International Crimes Legal Unit	Level of Security Clearance: NOT REQUIRED	Open to Contributing Third States: Yes

1. Reporting Line:

The Visiting Expert Adviser on Case Building of International Crimes reports to the Head of the International Crimes Legal 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 by advising and mentoring local counterparts on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterparts in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other horizontal advisers;
- To design and deliver training and other capacity building activities in support of Ukrainian counterparts involved in the investigation and prosecution of international crimes;
- To support the development and enhance the capacity and the capabilities of the Office of the Prosecutor General (OPG), Regional Prosecutor's Offices (RPO) and those investigative bodies involved in the investigation and prosecution of international crimes (i.e. war crimes, crimes against humanity, genocide, and the crime of aggression);
- To develop policies, standards and guidelines in cooperation with the OPG, RPOs and law enforcement bodies, including in the development of a policy on the efficient aggregation, mapping and prioritisation of cases;
- To provide support by mentoring investigators and prosecutors in the proper conduct of the investigation and prosecution of international crimes cases;
- Working within the framework of the Atrocity Crimes Advisory Group (ACA), to review case files in order provide advice to the OPG, RPOs and the investigative bodies on evidence, the law, case-building, and charging that is legally sound and human rights compliant;
- Working within the ACA framework, to give advice to the OPG and RPOs on the applicability of international humanitarian law, international criminal law, and the Ukrainian legislation as it relates to international crimes;
- To work on bespoke areas of international crimes, as identified by the Head of the International Crimes Legal Unit and the Head of the International Crimes Component, that have a particular focus on case reviews, case building and other strategic issues.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 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 and/or military education or training or an award of an equivalent rank. The qualification should be in at least one of the following fields of expertise: Law or have obtained a legal or judicial qualification after having obtained an earlier degree; AND
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Excellent legal drafting skills in English;
- Expertise in the investigation, prosecution, adjudication or other conduct of international crimes cases at the national and/or international level (within specialised courts/tribunals and/or from executive international missions);
- Ability to mentor, advise and motivate local counterparts;
- Sound knowledge of international humanitarian law and international criminal law.

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multinational and/or international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Ukrainian and/or Russian language skills.

Position Name: Visiting Expert Senior Adviser on EIBM Strategy	Employment Regime: Seconded	
Ref. Number: UAVE29	Location: Kyiv-Countrywide	Availability: 1 Aug 2025
Component/Department/Unit: IBM and Law Enforcement Component/ IBM Unit	Security Clearance Level: NOT REQUIRED	Open to Contributing Third States: No

1. Reporting Line:

The Visiting Expert Senior Adviser on European Integrated Border Management (EIBM) Strategy reports to the Head of IBM 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 by advising and mentoring local counterparts on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To ensure timely reporting on activities as per planning documents;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other Mission horizontal advisers;
- To advise on the development of the implementing UA IBM Action Plan, by facilitating negotiations and mediations among UA IBM agencies on prioritizing activities, by advising on a logic subsequence of activities, by assisting the funding of urgent needs, by supporting the integration of clear indicators for progress assessment reports at the implementation phase;
- To design and deliver training;
- To support the development of State Border Guard Service of Ukraine (SBGSU) in the field of drafting strategic documents on Border Management based on EIBM principles;
- To be the key interlocutor with the Ukrainian key IBM actors.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree

OR equivalent and attested police and/or 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 mentor, advise and motivate local counterparts;
- Knowledge, skills and experience in designing national strategies and implementing action plans;
- Deep knowledge of Schengen Acquis and Border Management strategies.

6. Desirable Qualifications and Experience:

- Experience in project management;
- Experience in facilitating capability gap analysis processes related to IBM actor's performance
- International experience, particularly in crisis areas with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Ukrainian and/or Russian language skills;
- Knowledge on Schengen Evaluation Mechanism and FRONTEX' strategic documents.

Position Name: Visiting Expert Adviser/Trainer on E-learning and Video Production	Employment Regime: Seconded	
Ref. Number: UAVE30	Location: Kyiv	Availability: 1 Jul 2025
Component/Department/Unit: Organized Crime and Criminal Justice/ Criminal Justice Unit	Security Clearance Level: NOT REQUIRED	Open to Contributing Third States: No

1. Reporting Line:

The Visiting Expert Adviser/Trainer on E-learning and Video Production reports to the Head of Criminal Justice 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 by advising and mentoring local counterpart on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other horizontal advisers;
- To design and deliver training to the Prosecution Training Centre on producing e-learning content including video production;
- To support the development of the Prosecution Training Centre of Ukraine in the field of e-learning providing on job training in development of e-learning content including video production through capacity building activities
- To be the key interlocutor with the Prosecution Training Centre;
- To develop manual for Prosecution Training Centre on creating e-learning content including video production;
- To assess needs of the Prosecution Training Centre of Ukraine in terms of skills and equipment needs for developing e-learning system;
- To build capacity of Prosecution Training Centre of Ukraine as required.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s)

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 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 and/or 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, advise and motivate local counterparts;
- Expertise in designing and delivering training on e-learning, video production and webinars;
- Knowledge of Public Prosecution Services and Training of Prosecutors.

6. Desirable Qualifications and Experience:

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

7. Desirable Knowledge, Skills and Abilities:

- Ukrainian and/or Russian language skills.

Position name: Visiting Expert Senior Adviser for External Oversight	Employment Regime: Seconded	
Ref. number: UAVE32	Location: Kyiv	Availability: 1 Aug 2025
Department/Component/Unit: Operations Department/ National Security Component	Security Clearance Level: EU Confidential	Open to Contributing Third States: No

1. Reporting Line:

The Visiting Expert Senior Adviser for External Oversight reports to the Head of National Security Component.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan by advising and mentoring local counterpart on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other horizontal advisers;
- To provide strategic advice to the relevant Ukrainian partners – the Security Service of Ukraine (SSU) and the Foreign Intelligence Service of Ukraine (FISU) – on the implementing democratic civilian control over the security and intelligence services;
- To conduct an assessment of the external oversight system and as well as design the concept of external oversight for the Ukrainian security and intelligence services with the recommendations on the next steps;
- To raise awareness about the importance of external oversight in the security and intelligence services;
- To provide strategic advice on establishing effective mechanisms for cooperation with the Verkhovna Rada Committee, responsible for the oversight of the activities of the security and intelligence agencies;
- To provide strategic advice on improving the annual reporting procedure of the security and intelligence agencies;
- To identify and advise on the capacity building and training opportunities on external oversight;
- To provide strategic advice and assistance in accordance with agreed policies and guidelines and in coordination with other international actors and stakeholders;
- To conduct consultations and coordinate activities with relevant national and international interlocutors;
- To design and deliver workshops/training, as appropriate.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;

- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested police and/or 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:

- Knowledge of various aspects and best practices of effective external oversight, including parliamentary oversight;
- Ability to engage with senior officials/ governmental level decision makers.
- Ability to mentor and motivate local counterparts;
- knowledge of designing and delivering workshops/trainings.

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multinational and international organisations.
- Experience in international work/missions/projects to support modernisation of organisation in the area of national security.

7. Desirable Knowledge, Skills and Abilities:

- Familiarity with the security environment in Ukraine and the region;
- Ukrainian and/or Russian language skills.

Position name: Visiting Expert Adviser on Transitional Justice	Employment regime: Seconded	
Ref. number: UAVE33	Location: Kyiv	Availability: 1 Jul 2025
Component/Department/Unit: Organised Crime and Criminal Justice Component/Criminal Justice Unit	Security Clearance Level: NOT REQUIRED	Open to Contributing Third States: No

1. Reporting Line:

The Visiting Expert Adviser on Transitional Justice reports to the Head of Criminal Justice 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 by advising and mentoring local counterpart on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other horizontal advisers;
- To design and deliver training;
- To support the development of the local institution such as Office of the Prosecutor General in the field of transitional justice through supporting the process of drafting of transitional justice strategy, drafting of legislation on transitional justice and delivering seminars/workshops on transitional justice;
- To be the key interlocutor with the Office of the Prosecutor General;
- To develop policies in line with the local institutions.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 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 and/or 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, advise and motivate local counterparts;
- Expertise in designing and delivering trainings;
- Knowledge of transitional justice mechanisms, tools and transitional justice processes from other countries.

6. Desirable Qualifications and Experience:

- Experience in designing transitional justice policies
- Experience in implementing transitional justice mechanisms
- Experience in supporting drafting legislation on transitional justice

7. Desirable Knowledge, Skills and Abilities:

- Ukrainian and/or Russian language skills.