

EUROPEAN EXTERNAL ACTION SERVICE



**Annex 1 – Requirements and Job Descriptions**

EU Advisory Mission for Civilian Security Sector Reform Ukraine (EUAM Ukraine) 2-2025 Call for Contributions				
<b>Organisation:</b>	EUAM Ukraine			
<b>Job location:</b>	As indicated below			
<b>Employment regime:</b>	As indicated below			
<b>Job titles/ vacancy notice:</b>	<b>Ref.:</b>	<b>Name of the post:</b>	<b>Location:</b>	<b>Availability:</b>
	<b><u>Seconded (61)</u></b>			
	UAH 002	Deputy Head of Mission	Kyiv	01 Oct 2025
	UAC 002	Executive Officer to HoM	Kyiv	29 Sep 2025
	UAC 006	MAC Analyst	Kyiv	17 Jul 2025
	UAC 007	Legal Adviser	Kyiv	19 Sep 2025
	UAC 010	Environmental Adviser	Kyiv	10 Oct 2025
	UAC 030	Head of Planning, Reporting and Evaluation Division	Kyiv	11 Oct 2025
	UAC 033	Planning and Evaluation Officer	Kyiv	01 Aug 2025
	UAC 034	Senior Reporting Officer	Kyiv	2 Nov 2025
	UAC 051	Press and Public Information Officer	Kyiv	ASAP
	UAC 053 UAC 054	Strategic Communication Adviser (2 positions)	Kyiv	ASAP/ 9 Oct 2025
	UAD 011	Mission Security Assistant	Kyiv/ Countrywide	13 Dec 2025
	UAM 004	Senior Adviser on Good Governance/ Human Resources Management	Kyiv/ Countrywide	ASAP
	UAO 011	Gender Adviser (Operations)	Kyiv	04 Sep 2025
	UAO 020	Adviser on Anti-Corruption	Kyiv	17 Aug 2025
	UAO 030	Head of Strategic Reform Component*	Kyiv	1 Sep 2025
	UAO 033	Human Resources Reform Development Adviser/Trainer	Kyiv	ASAP



MD-Civilian Operations Headquarters (CivOpsHQ)  
European External Action Service (EEAS)  
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Email: [CIVOPSHQ-HR-EUAM-UKRAINE@eeas.europa.eu](mailto:CIVOPSHQ-HR-EUAM-UKRAINE@eeas.europa.eu)

UAO 038	Adviser on Civilian Security Sector Education	Kyiv	ASAP
UAO 044	Human Rights/Civil Society Adviser	Kyiv	5 Nov 2025
UAO 053	Adviser on Communication and Information Systems	Kyiv	ASAP
UAO 054	Adviser on Civilian Security Sector Reform/Reintegration	Kyiv	ASAP
UAO 064	Adviser on General Policing	Kyiv	7 Sep 2025
UAO 065	Adviser on General Policing	Kyiv	19 Oct 2025
UAO 066	Adviser/Trainer on Community Policing	Kyiv	13 Dec 2025
UAO 070	Senior Adviser on Stability Policing/Public Order	Kyiv	ASAP
UAO 073	Adviser on Stability Policing	Kyiv	ASAP
UAO 075	Adviser on Public Order	Kyiv/ Countrywide	10 Oct 2025
UAO 085	Adviser on IBM Quality Management	Kyiv	ASAP
UAO 093	Senior Adviser on Prosecutorial Reform	Kyiv	ASAP
UAO 094	Senior Adviser on Transitional Justice	Kyiv	ASAP
UAO 098	Senior Adviser on Penitentiary and Probation	Kyiv	ASAP
UAO 100	Head of Organised Crime Unit	Kyiv	ASAP
UAO 110	Senior Adviser on Organised Crime	Kyiv	ASAP
UAO 111	Senior Adviser on Prosecution (financial and organised crime)	Kyiv	ASAP
UAO 113	Senior Adviser on Counter Terrorism	Kyiv	16 Jun 2025
UAO 116	Senior Adviser on Financial Crimes	Kyiv	10 Oct 2025
UAO 122	Senior Adviser on Criminal Investigations	Kyiv	31 Oct 2025
UAO 130	Head of National Security Component	Kyiv	01 Aug 2025
UAO 137	Head of Unit - IC Investigation Unit	Kyiv	1 Jan 2026
UAO 139	Senior Adviser on Complex Crime Scene Analysis	Kyiv/ Countrywide	ASAP
UAO 140	Senior Adviser on Organised Crime	Kyiv	ASAP
UAO 142	Head of Criminal Investigation Unit	Kyiv	1 Oct 2025
UAO 143	Senior Adviser on Environmental Crimes	Kyiv/ Countrywide	ASAP
UAO 146	Senior Adviser on Adjudication of International Crimes	Kyiv	11 Sep 2025
UAO 147	Adviser on Hybrid Threats	Kyiv	ASAP
UAO 149	Adviser on Hybrid Threats	Kyiv	ASAP
UAT 001 UAT 018	Senior Adviser on Prosecution of International Crimes (2 positions)	Kyiv/ Countrywide	ASAP

	UAT 004 UAT 039	Senior Adviser on Open-Source Intelligence (OSINT) (2 positions)	Kyiv/ Countrywide	ASAP
	UAT 025	Senior Adviser on Criminal Analysis	Kyiv	15 Sep 2025
	UAT 026	Senior Adviser on Criminal Investigation Analysis	Kyiv	ASAP
	UAT 033	Senior Adviser on Criminal Analysis	Kyiv	ASAP
	UAT 034	Senior Adviser on Forensics	Kyiv/ Countrywide	10 Aug 2025
	UAT 035	Senior Adviser on Complex Crime Scene Analysis	Kyiv	16 Dec 2025
	LVO 004	Adviser/Trainer on Criminal Investigations	Lviv	4 Sep 2025
	LVO 006	Adviser/Trainer on Rule of Law	Lviv	1 Aug 2025
	LVO 007	Adviser/Trainer on Good Governance	Lviv	1 Nov 2025
	LVO 012	Senior Border/ IBM Adviser	Lviv	ASAP
	ODO 005	Adviser on Good Governance / Human Resources Management	Odesa	10 Jul 2025
	ODO 007	Adviser/Trainer on Criminal Investigations	Odesa	24 Sep 2025
	<b><u>Seconded/Contracted (1)</u></b>			
	UAS 031	CIS Officer-Communications	Kyiv	8 Nov 2025
<b>Deadline for applications:</b>	<b>Friday, 01 August 2025 at 17:00 (Brussels time)</b>			
<b>Applications must be submitted to:</b>	<p><b>1) You have the nationality of an EU Member State: you must use Goalkeeper to apply:</b></p> <p><b>a) You are already registered on Goalkeeper AND you have an EU Login:</b>  <a href="https://goalkeeper.eeas.europa.eu/registrar/web">https://goalkeeper.eeas.europa.eu/registrar/web</a></p> <p><b>b) You do not have a Goalkeeper account or an EU Login:</b>  <a href="https://goalkeeper.eeas.europa.eu/registrar/web/DPA/357/details.do">https://goalkeeper.eeas.europa.eu/registrar/web/DPA/357/details.do</a></p> <p>Only seconded nationals of a non-EU Contributing Third State can be proposed by their National Seconding Authority (no personal applications will be considered): Please contact your seconding authority to send them your application form.</p> <p><b>Please note:</b> <i>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. We cannot provide contact details of national Seconding Authorities.</i></p>			
<b>Information:</b>	<p>For more information relating to selection and recruitment, please contact the Civilian Operations Headquarters (CivOpsHQ):</p> <p style="text-align: center;"><b>Mr Bruno FERREIRA</b></p> <p style="text-align: center;">CIVOPSHQ-HR-EUAM-UKRAINE@eeas.europa.eu</p>			

\* Post availability is depending on Member State' approval

## **High Risk Non-Family Mission**

The EUAM Ukraine bears a High Risk Non-Family Mission status due to the present risk rating of the mission area is 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 will be considered. EU Member States will bear all personnel-related costs for seconded personnel, including 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).

**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.

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 the Council Decision extending the Mission mandate and approving the appropriate Budgetary Impact Statement, the duration of the deployment should be of 12 months.

The Civilian Operations Commander requests that EU Member States and Contributing Third States (Contributing 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 or of a Contributing Third 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, European Institutions and the European External Action Service 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-learnings>.

**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 must have undergone Pre-Deployment Training in accordance with the CSDP agreed Training Policy, or a national alternative of the course.

**Code of Conduct** – As part of the PDT, the selected candidates must complete the session about the Code of Conduct and Disciplinary Procedure for civilian EU CSDP Missions, also complete the e-learning module on the Code of Conduct prior to their deployment and provide the mission with the course certificate which is kept in their personal file.

**Data protection** – The EEAS, and its Department 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).

## SECONDED

<b>Position Name:</b> Deputy Head of Mission	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAH 002	<b>Location:</b> Kyiv	<b>Availability:</b> 01 October 2025
<b>Component/Department/Unit:</b> Head of Mission Office	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Deputy Head of Mission reports to the Head of Mission.

### 2. Main Tasks and Responsibilities:

- To deputise and represent the Head of Mission (HoM) as required;
- To participate in the development of Mission strategies and policies as well as implementation strategies under the guidance of HoM;
- To participate in the development and overall planning and monitoring of Mission activities and in the development of Mission reports in cooperation with the Chief of Staff (CoS);
- To participate in the implementation of the Mission mandate following up on operational activities with due respect to the core function of the Head of Operations;
- To support HoM in the duty of care of Mission members and contribute as required;
- To support HoM as requested in all aspects of the well and smooth functioning of the Mission, including with regard to supporting functions, with due respect to the core functions of CoS;
- To support the advancement of Human Rights and Gender related aspects with relevant Mission internal and external stakeholders, including civil society actors, in close coordination with the Mission's Human Rights and Gender advisers;
- To support the Mission efforts to coordinate and cooperate with EU representatives (notably EU Delegations, military Common Security Defence Policy (CSDP) Missions and Operations and EU Justice and Home Affairs agencies), Member States and other international actors in line with the integrated approach;
- To support the Head of Mission in delivering strategic communications including targeted work on disinformation;
- To fulfil the role of responsible authority in the framework of the Code of Conduct and take disciplinary decisions in the first instance;
- To ensure Mission Standard Operating Procedures are developed, implemented and periodically reviewed;
- To contribute to the training of Mission members;
- To provide instructions and review reports delegated by the Head of Mission;
- To implement gender-responsive leadership and ensure gender and human rights mainstreaming internally and externally in mandate implementation;
- To uphold a strict zero tolerance policy to misconduct, including all forms of harassment, sexual harassment, discrimination and abuse, and proactively ensure an equal and inclusive work environment for all staff;
- To raise awareness of staff on their rights, obligations and appropriate standards of behaviour, including existing formal and informal complaint and support mechanisms.

### **3. General Tasks and Responsibilities:**

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

### **4. Essential Qualifications and Experience:**

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested police and/or military education or training or an award of an equivalent rank; AND
- A minimum of 12 years of relevant professional experience, after having fulfilled the education requirements, out of which a minimum of 5 years at senior coordination/management level.

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

- Ability to exercise collaborative, sound and effective management and leadership;
- Excellent interpersonal and communication skills, including ability to engage with staff internally and with senior officials, government decision makers and diplomatic community externally;
- Ability to manage, mentor and motivate a professionally diversified / multicultural team;
- Ability to establish, plan, and review priorities;
- Knowledge of human rights, gender equality and Women, Peace and Security commitments.

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

- Master's degree/MBA in management, business administration or other related subjects;
- Professional qualification and/or certificate in management/leadership;
- Experience in performance and change management;
- Experience in strategic analyses, planning and reporting;
- International experience, particularly in crisis areas with multi-national and international organisations.

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

- Knowledge of the functioning of the EU, in particular Common Foreign and Security Policy, including CSDP Policy;
- Knowledge of regional political and security situation and developments.

<b>Position Name:</b> Executive Officer to the HoM	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAC 002	<b>Location:</b> Kyiv	<b>Availability:</b> 29 September 2025
<b>Department/Component/Unit:</b> Chief of Staff Office	<b>Security Clearance Level:</b> EU Secret	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Executive Officer to the Head of Mission reports to the Head of Mission (HoM) and is administratively line managed by the Chief of Staff (CoS).

### 2. Main Tasks and Responsibilities:

- To support and advise the Head of Mission in the management and execution of his/her function and responsibilities within the Mission and externally;
- To coordinate advice and information provided for the Head of Mission by Mission offices
- To coordinate and accompany HoM at meetings and visits as relevant;
- To ensure Mission follow-up on decisions taken by HoM and other action points as relevant;
- To cooperate closely with the Head of Mission Office team;
- To coordinate and liaise with all Mission departments as required;
- To support on the drafting of plans, directives, Standard Operating Procedures, orders and instructions to be approved and/or issued by Head of Mission;
- To liaise closely with the EU Civilian Operations Headquarters on behalf of HoM;
- To liaise with local authorities, governmental organisations, non-governmental organisations and/or other external counterparts as needed.

### 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 4 years of relevant professional experience, after having fulfilled the education requirements.

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

- Political judgement and diplomatic skills;
- Ability to build effective working relationships;
- Personal skills (i.e., discretion, confidentiality, problem solving, pro-active, flexibility, and time management);
- Organisational skills (i.e., office management, event planning, and project management).

**6. Desirable Qualifications and Experience:**

- Experience with EU protocol;
- Working experience in an assisting and/or advisory capacity to senior management;
- International experience, particularly in crisis areas with multi-national and international organisations.

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

- Ukrainian and/or Russian language skills.

<b>Position Name:</b> Mission Analytical Capability (MAC) Analyst	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAC 006	<b>Location:</b> Kyiv	<b>Availability:</b> 17 July 2025
<b>Component/Department/Unit:</b> Chief of Staff Office	<b>Security Clearance Level:</b> EU Secret	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Mission Analytical Capability (MAC) Analyst reports to the Head of Mission (HoM) and is administratively line managed by the Chief of Staff (CoS).

### 2. Main Tasks and Responsibilities:

- To support the Mission situational awareness in accordance with the agreed Mission MAC concept;
- To establish – where and as required by the HoM – liaison arrangements with relevant counterparts;
- To provide input to and draft Mission reports, including special reports;
- To disseminate MAC products internally and/or externally and ensure the security of the information handled by the MAC;
- To contribute to political products drafted by the Mission, in liaison with the Political Analysis and Coordination Division (PACD); and to contribute to reporting functions of the Mission within the MAC capacities in liaison with relevant mission components;
- To contribute to security and risk assessments conducted by the Mission, in liaison with the Senior Mission Security Officer (SMSO);
- To contribute to developing and maintaining MAC working methodology and relevant Standard Operating Procedures;
- To act upon the Head of Mission’s information and analysis requirements;
- To help, if so directed, with analysis related to hybrid threats, including disinformation and/or other theatre-specific challenges;
- To identify specific dynamics and actors linked to the situation of the Area of Operations;
- To identify, monitor and report on emerging and on-going hybrid and other threats/challenges in the Area of Operations and against the Mission, the host nation and EU interests, and to further develop the Missions ‘early warning’ capabilities on hybrid and other threats, in coordination with relevant actors in the Mission;
- To manage Mission interaction with the EU Intelligence and Situation Centre (INTCEN)/Single Intelligence Analysis Capacity, including the Hybrid Fusion Cell, and relevant CivOpsHQ structures in regard coordination of CSDP MAC components, and CivOpsHQ Foreign Interference and Manipulation of Information (FIMI) capabilities.

### 3. General Tasks and Responsibilities:

- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- To identify and report on lessons learned and best practices 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:**

- Analytical skills, and knowledge of information collection;
- Writing and reporting skills.

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

- Master's degree in any of the fields of Political Science, International Relations, or other related fields;
- Experience in use of analytical IT packages and processes;
- Successful completion of open-source intelligence courses;
- Experience in analysing hybrid threats and other related threats;
- International experience, particularly in crisis areas with multi-national and international organisations.

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

- Good understanding of the political, cultural, historical, and security situation of the region in which the Mission operates;
- Good understanding of the components of the Intelligence Cycle;
- Ukrainian and/or Russian language skills.

<b>Position Name:</b> Legal Adviser	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAC 007	<b>Location:</b> Kyiv	<b>Availability:</b> 19 September 2025
<b>Component/Department/Unit:</b> Chief of Staff Office	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line

The Legal Adviser reports to the Head of Mission and is administratively line managed by the Chief of Staff.

### 2. Main Tasks and Responsibilities:

- To provide legal expertise and advice to Mission management pertaining to the Mission and its legal framework, status and mandate;
- To exercise oversight and perform compliance and due diligence in all legal aspects of Mission operations, including contracts related to legal or financial issues, European public procurement, employment contracts and other administrative legal issues;
- To liaise with international and local stakeholders on legal issues;
- To coordinate and cooperate with Civilian Operations Headquarters and the European Commission Foreign Policy Instruments on legal matters;
- To advise the Head of Mission and Head of Mission Support on the legal aspects of contracts related to the Mission premises, communications, IT, procurement including purchase agreements, service agreements, lease agreements, administrative arrangements, special service agreements, including advice on public procurement;
- To advise the Chief of Staff and Head of Human Resources on legal issues related to selection, recruitment, employment contracts, secondment and rules pertaining to the martial law exceptions etc., in line with applicable CivOpsHQ guidelines and instructions;
- To provide advice on the status of the Mission on privileges and immunities etc.;
- To draft agreements and arrangements with other actors such as EU Delegations and other international organisations, Common Security and Defence Policy Missions and operations, EU agencies, host country authorities, prospective external donors and NGOs etc.;
- To oversee project implementation from the legal perspective;
- To provide legal advice, guidance and training to Mission members regarding the local legal system and legislation;
- To liaise and coordinate with other relevant domestic bodies concerning legal matters;
- To advise on Mission personal data protection, act as Mission Personal Data Protection Adviser, and to advise on artificial intelligence awareness;
- To coordinate access to document requests and reply to Ombudsman complaints;
- To monitor and provide due diligence on the legal internal consistency of policies and the consistency with EU law;
- To prepare legal advice and assistance, including legal risk assessments on all legal issues related to Mission policies and operations;
- To advise the Deputy Head of Mission on Code of Conduct and Discipline and administrative decisions;
- To deliver training material on legal issues to the Mission and other organisations;

- Ensure compliance with and provide clarifications on CivOpCdr instructions, EU legislation, Mission internal rules, including Standard Operating Procedures and their drafting;
- Participate as Board member in the Mission Claims/Property Survey Board (C/PSB) on Mission asset write-off and cost recovery.

### **3. General Tasks and Responsibilities:**

- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- To identify and report on lessons learned and best practices 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 in law OR a qualification in the National Qualifications Framework in law 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 in law, e.g. Master's Degree; AND
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

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

- Experience as a practising lawyer or legal adviser in a European legal system or an international organisation;
- Experience in legal administrative issues (i.e. contract drafting and review, compliance due diligence etc.);
- Excellent drafting skills.

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

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

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

- *N/A*

<b>Position name:</b> Environmental Advisor	<b>Employment regime:</b> Seconded	
<b>Ref. number:</b> UAC 010	<b>Location:</b> Kyiv	<b>Availability:</b> 10 October 2025
<b>Component/Department/ Unit:</b> Chief of Staff Office	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Environmental Adviser reports to the Head of Mission and is administratively line managed by the Chief of Staff.

### 2. Main Tasks and Responsibilities:

- To act as the Mission focal point for environmental and climate issues;
- To provide advice to the Head of Mission and Mission management on the implementation of the EU policy on environment and climate within the Mission mandate;
- To assist in the operationalisation and integration of climate and environment perspectives and mainstreaming issues within the Mission;
- To provide ad hoc advice on technical and managerial solutions to improve the Mission environmental performance;
- To raise awareness and provide training on environmental and climate issues;
- To support the development of environmental and climate analysis related to the implementation of the Mission mandate including policy development, duty of care aspects, security analysis, Mission footprint and environmental health issues etc.;
- To establish mechanisms for monitoring, implementing and evaluating EU and international instruments for environment and climate including deliverables on the “EU Green Deal” and the “EU Climate Law”;
- To carry out analysis on the nexus of security, climate and environmental situation in the host state and potential implications on the Mission mandate;
- To advise on the development and content of strategic communications with regard to climate and environmental dimensions;
- To contribute to the development and periodic review of relevant Mission Standard Operating Procedures aiming at integrating climate and environmental perspective;
- To liaise with the local and international entities involved in the promotion of environmental sustainability;
- To ensure Mission management and Mission members are up to date on sustainability, environmental considerations and climate smart approaches;
- To establish long-term working relationships with environmental organisations in line with the Sustainable Development Goals’ agenda;
- To contribute to the preparation of reports, studies and other activities related to environmental degradation and its association to environmental war crimes and other security related environmental issues in Ukraine, as needed;
- Identify the potential for scaling up the support to the Ukrainian counterparts on environmental crimes, including environmental war crimes, and related organised crime investigations and prosecutions;
- To map and liaise with other international efforts in Ukraine to support the counterparts in addressing security-related, environmental challenges and identify possible gaps.

### **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 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. The qualification should be in the fields of environmental health, environmental science, natural resources management, sustainability approaches or other relevant field; AND
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

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

- Ability to conduct environmental assessments and security risk analyses;
- Knowledge and understanding of environmental crime;
- Ability to provide advice based on sustainable environmental approaches and climate smart solutions;
- Knowledge of the Sustainable Development Goals, the Paris Agreement content, and their applications.

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

- Knowledge and understanding of environmental crime, environmental footprint analysis, green engineering, environmental management systems, and assessments, etc;
- Technical knowledge on environmental and climate mitigation/adaptation;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Ukrainian and/or Russian language skills.

<b>Position Name:</b> Head of Planning, Reporting and Evaluation Division	<b>Employment Regime:</b> Seconded	
<b>Ref. number:</b> UAC 030	<b>Location:</b> Kyiv	<b>Availability:</b> 11 October 2025
<b>Component/Department/Unit:</b> Chief of Staff Office/Planning, Reporting and Evaluation Division	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Head of Planning, Reporting and Evaluation Division reports to the Chief of Staff.

### 2. Main Tasks and Responsibilities:

- To lead, manage and coordinate the work and staff of the Unit, to produce the Mission operational planning, reporting and analysis requirements, including, the monthly, six-monthly and special reports;
- To compile, ensure consistency and update the Mission Implementation Plan in coordination with the Mission operational and coordination elements, and monitor its execution, including benchmarking, analysis and evaluation of outcome;
- To support external communication and cooperation on technical planning with relevant stakeholders in the Mission area of operation in conjunction with the Mission operational and cooperation/coordination functions;
- To supervise and support the analysis and drafting of reports originating from Mission operational and advisory elements (on operational activities and state of play on mandate implementation), in line with the relevant planning documents;
- To ensure timely and accurate reporting and information flow within the Mission to the Civilian Operations Headquarters, EU Member States and other international stakeholders;
- To identify, manage and report the risks arising from the implementation of specific processes/systems/projects;
- To implement gender-responsive leadership and ensure gender and human rights mainstreaming internally and externally in mandate implementation;
- To uphold a strict zero tolerance policy to misconduct, including all forms of harassment, sexual harassment, discrimination and abuse, and proactively ensure an equal and inclusive work environment for all staff;
- To raise awareness of staff on their rights, obligations and appropriate standards of behaviour, including existing formal and informal complaint and support mechanisms.
- To support the Mission's operational elements in their application of tools, systems and procedures for planning as well as for progress monitoring and evaluation.
- To replace the Mission's Chief of Staff in his/her absence.

### 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, out of which a minimum 2 years at coordination/management level.

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

- Ability to exercise collaborative, sound and effective leadership;
- Ability to manage, mentor and motivate a professionally diversified and multicultural team;
- Ability to establish, plan, and review priorities;
- Ability to communicate and engage with senior officials and governmental decision makers;
- Report compilation, drafting and analytical skills.

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

- Master's Degree in management, business administration or other related subjects, or international/national certificate/diploma in management/leadership;
- Experience in the area of knowledge management, organisational learning or policy development;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Ukrainian and/or Russian language skills.

<b>Position Name:</b> Planning and Evaluation Officer	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAC 033	<b>Location:</b> Kyiv	<b>Availability:</b> 01 August 2025
<b>Department/Component/Unit:</b> Chief of Staff Office/ Planning, Reporting and Evaluation Division	<b>Security Clearance Level:</b> EU Confidential	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Planning and Evaluation Officer reports to the Head of Planning, Reporting and Evaluation Division.

### 2. Main Tasks and Responsibilities:

- To develop, maintain and regularly update the Mission Implementation Plan (MIP) in close cooperation with the relevant Mission operational elements and other stakeholders;
- To coordinate and provide quantitative and qualitative analysis of inputs originating from the Mission operational and advisory elements on the progress of the operational activities and state of play of mandate implementation;
- To liaise regularly with the Mission operational and advisory elements, on the one hand, and external stakeholders, on the other, for information exchange, coordination, and cooperation;
- To help prepare Mission coordination meetings on the progress of MIP implementation and ensure that Mission personnel is also regularly updated in this regard;
- To coordinate, develop and implement baseline surveys, as well as monitoring and evaluation exercises for assessing the impact of the Mission activities.
- To ensure the management, update and use of the Operation Implementation Framework (OIF) in support of Mission Members;
- To develop, update and organise trainings on the OIF system for Mission Members;
- To participate in drafting of the Benchmarking Table for the Mission' Six-Monthly Report;
- To support and contribute to the revision of the Mission mandate and Operation Plan (OPLAN) in terms of its tasks and benchmarking framework in line with CivOpsHQ instructions;
- To liaise with the Planning and Reporting Officers in the Field Offices to follow-up on MIP implementation and evaluation in the regions;
- To contribute to the development and periodic review of relevant Mission Standard Operating Procedures (SOPs).

### 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 4 years of relevant professional experience, after having fulfilled the education requirements.

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

- Drafting and research skills;
- Communication and presentation skills;
- Analytical skills and knowledge of information collection;
- Political awareness and understanding.

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

- Experience in conducting evaluations;
- Experience with applying monitoring and evaluation tools and frameworks to track and assess implementation progress;
- Experience in data analysis, baseline studies, and/or need assessments;

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

- Analytical and drafting capability and profound knowledge of information collection and analytical methods.

<b>Position Name:</b> Senior Reporting Officer	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAC 034	<b>Location:</b> Kyiv	<b>Availability:</b> 02 November 2025
<b>Department/Component/Unit:</b> Chief of Staff/ Planning, Reporting and Evaluation Division	<b>Level of Security Clearance:</b> EU Confidential	<b>Open to contributing third States:</b> No

### 1. Reporting Line:

The Senior Reporting Officer reports to the Head of Planning, Reporting and Evaluation Division.

### 2. Main Tasks and Responsibilities:

- To coordinate and lead the work of the Reporting Office;
- To produce timely and accurate periodic and ad-hoc reports for submission to the chain of command, the Mission's operational headquarters, CivopsHQ and EU Member States regarding Mission's mandate implementation;
- To collate, support and draft the quantitative and qualitative analysis of inputs and reports originating from the Mission's operational elements on their operational activities against benchmarking;
- To implement a reporting system in line with the regular reporting schedule;
- To coordinate and contribute to information data handling, including logging and tracking of all written products, ensuring rapid retrieval of documents and information, including access to classified material;
- To communicate with key Mission staff members on information management, analysis and reporting procedures in order to ensure submission of high-quality information;
- To prepare and give presentations; produce talking points, speeches and presentations for various purposes and contexts; and draft meetings reports;
- To liaise with external partners in order to enhance information collection and analysis;
- To support external communication, cooperation and coordination on the technical planning level in coordination with the Missions Operational and Cooperation/Coordination Components;
- To contribute to the development and regular updating of the Mission Implementation Plan (MIP).

### 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' degree; AND

- A minimum of 6 years of relevant professional experience, after having fulfilled the education requirements.

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

- Report compilation, drafting and editing skills;
- Communication and presentation skills;
- Political awareness and understanding;
- Analytical capability and knowledge of information collection;
- Ability to establish, plan, review priorities and work in a methodical manner.

**6. Desirable Qualifications and Experience:**

- Experience in the area of knowledge management, organisational learning or policy development related working experience;
- International experience, particularly in crisis areas with multi-national and international organisations.

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

- N/A

<b>Position Name:</b> Press and Public Information Officer	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAC 051	<b>Location:</b> Kyiv	<b>Availability:</b> ASAP
<b>Department/Component/Unit:</b> Chief of Staff Office/Press and Public Information Division	<b>Level of Security Clearance:</b> NOT REQUIRED	<b>Open to contributing third States:</b> No

### 1. Reporting Line:

The Press and Public Information Officer reports to the Head of Public Information Division / Senior Spokesperson.

### 2. Main Tasks and Responsibilities:

- To act as Mission spokesperson and communicate the work of the Mission to the public as required;
- To contribute to the implementation of the Mission Strategic Communications Plan;
- To organise and conduct press conferences, briefings and other media events;
- To cover the media aspects of high-level visits, supervise and coordinate arrangements for visiting journalists/media;
- To contribute to the development and maintenance of an effective Mission website and social media accounts;
- To draft press releases, public statements, articles and features;
- To write and design public information material and factsheets;
- To organise contract/tender/designs for Mission visibility items on request of the Head of Press and Public Information;
- To be the focal point for press and public information work;
- To coordinate with the press offices of other EU actors in the host state.

### 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 any of the fields of Communications, Political studies, International Relations, Humanities, Social sciences or any another related field; AND
- A minimum of 4 years of relevant professional experience, after having fulfilled the education requirements.

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

- Experience and skills in digital communication (website management, managing social media accounts, visual communication);
- Drafting and presentation skills.

**6. Desirable Qualifications and Experience:**

- Experience in the field of institutional communication;
- Proficiency with social media and graphic design software.

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

- Knowledge of the Ukrainian media environment;
- Knowledge of Russian or/and Ukrainian language.

<b>Position name:</b> Strategic Communications Adviser	<b>Employment regime:</b> Seconded	
<b>Ref. number:</b> UAC 053/ UAC 054 (2 positions)	<b>Location:</b> Kyiv	<b>Availability:</b> ASAP/ 09 Oct 2025
<b>Component/Department/Unit:</b> Chief of Staff Office/ Press and Public Information Division	<b>Level of Security Clearance:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Strategic Communications Adviser reports to the Head of Press and Public Information Division.

### 2. Main Tasks and Responsibilities:

- To work in collaboration with the Mission's other advisers to provide strategic advice and practical support to Ukrainian authorities in developing and reforming the Civilian Security Sector in accordance with the Mission's mandate;
- To assist the Ukrainian Civilian Security Sector leadership in developing, making and implementing informed strategic communications decisions;
- To contribute to the enhancement of the Ukrainian Civilian Security Sector leadership, with emphasis on their awareness of the critical importance of up-to-date communication environments at the strategic level;
- To assist Ukrainian Civilian Security Sector agencies and institutions in conducting needs assessments of their communication-related areas;
- To mentor, advise and support the Ukrainian Civilian Security Sector leadership to develop communication strategies at the national and regional levels, in line with related European models and practices;
- To contribute to the development of training curricula and the delivery of targeted trainings of Ukrainian Civilian Security Sector agencies and institutions on strategic communications, media interaction, and related topics;
- To initiate, manage and evaluate public information / awareness campaigns jointly carried by the Mission and designated Ukrainian Civilian Security Sector agencies or institutions;
- To manage other communication-related projects, including budgeting and reporting, and to initiate and participate in tender procedures assigned to the Press and Public Information Division.

### 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:**

- Analytical skills and experience in extracting and deducing recommendations;
- Expertise in delivering strategic communications advice at the strategic/leadership level;
- Ability to mentor and motivate local counterparts.

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

- Experience in planning and delivering training;
- Experience in project management.

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

- Ukrainian and/or Russian language skills.

<b>Position name:</b> Mission Security Assistant	<b>Employment regime:</b> Seconded	
<b>Ref. number:</b> UAD 011	<b>Location:</b> Kyiv/Countrywide	<b>Availability:</b> 13 December 2025
<b>Component/Department/Unit:</b> Mission Security and Duty of Care Department/Security Division	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Mission Security Assistant (MSA) reports Senior Mission Security Officer.

### 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 assist SMSO/Mission Security Officers (MSOs) in the development, implementation and updating Mission Security Plan and all supporting security and safety documents, instructions and procedures;
- To support SMSO/MSOs in conducting administrative duties inside the Security and Duty of Care Department;
- To work in close cooperation with the Mission Support Department in matters related to the procurement of security related equipment and services;
- To assess the security situation and to provide input to all security related documents;
- To provide reports to SMSO on all incidents affecting mission members and initiate necessary follow up action with the appropriate authorities;
- To assist in security surveys of mission member's personal protective security requirements, transport security, residential and office security;
- To provide appropriate response and assistance to mission members and to ensure that all necessary actions are taken, particularly in emergency cases;
- To assist and participate in regular security trainings, communication tests and evacuation exercises;
- To provide briefings on matters affecting the security and safety of mission members and to ensure all staff is properly prepared for emergencies;
- To ensure that all security and communications equipment is kept up-to-date and in a state of operational readiness;
- To support and assist planning and execution of security operations;
- To travel to high/critical risk areas and to conduct security duties;
- 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.

### 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:**

- A level of secondary education attested by a diploma, complemented by specialised training OR equivalent police or/and military education OR education at a civilian security organisation;
- A minimum of 4 years of relevant professional experience, after having fulfilled the education requirements.

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

- Expertise in field security;
- Analytical skills;
- Planning and time-management skills.

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

- Successful completion of CivOpsHQ Mission Security Officer Course;
- International experience, particularly in crisis areas with multinational and international organisations;
- Valid civilian driving license class C/C1.

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

- Knowledge of the Mission area and potential security threats;
- Knowledge of CSDP security and duty of care policies and procedures;
- Ukrainian and/or Russian language skills.

<b>Position Name:</b> Senior Adviser on Good Governance / Human Resources Management	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAM 004	<b>Location:</b> Kyiv/Countrywide	<b>Availability:</b> ASAP
<b>Department/Component/Unit:</b> Operations Department /Mobile Unit	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Adviser on Good Governance/Human Resources Management reports to the Head of the Mobile 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 the 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 to 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 other relevant local counterparts;
- To liaise closely with other horizontal advisers;
- To design and deliver training;
- To support the development of the local institutions with the aim of establishing local ownership and sustainable train-the-trainer structures through activities conducted by EUAM and other associated partners;
- To be the key interlocutor with regional partners, and build sustainable partnerships;
- To develop policies in line with the local institutions operating in Eastern Ukraine.

### 3. General Tasks and Responsibilities:

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

### 4. Essential Qualifications and Experience:

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

- A minimum of 6 years of relevant professional experience, after having fulfilled the education requirements.

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

- Ability to mentor and motivate local counterparts;
- Knowledge of human resources management and good governance;
- Expertise in designing and delivering training.

**6. Desirable Qualifications and Experience:**

- Expertise from international work/missions/projects to support host state reforms on the Security Sector and/or the Rule of Law;
- Knowledge of project management;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Ukrainian and/or Russian language skills.

<b>Position Name:</b> Gender Adviser (Operations)	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAO 011	<b>Location:</b> Kyiv	<b>Availability:</b> 04 September 2025
<b>Component/Department/Unit:</b> Operations/Strategic Reform Component/Cross Cutting Unit	<b>Level of Security Clearance:</b> NOT REQUIRED	<b>Open to contributing Third States:</b> Yes

### 1. Reporting Line:

The Gender Adviser reports to the Head of Cross Cutting Unit, and coordinates closely with the Gender Adviser in the Chief of Staff Office.

### 2. Main Tasks and Responsibilities:

- To conduct analysis and identify gaps and needs in relation to gender equality, including comparable analysis with international standards and best practices;
- To advise on the promotion of gender equality, gender mainstreaming, the implementation of Women, Peace and Security commitments and gender-responsive policy among host state authorities consistent with the Mission Implementation Plan;
- To contribute to the integration of a gender perspective in the analysis, planning and conduct of activities;
- To support and advise on gender equality, gender mainstreaming and the implementation of Women, Peace and Security commitments in the implementation of Operations projects;
- To support the development and implementation of targeted actions and programmes to promote gender equality, women's participation and addressing gender-based violence, gender-based discrimination, harassment and other challenges in the local counterpart 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/AND 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:

- Analytical skills and knowledge of conducting gender analysis;
- Communications skills;
- Training skills;
- Solid knowledge of EU instruments and standards on gender equality.

**6. Desirable Qualifications and Experience:**

- Successfully completed one of the established training courses for gender advisors;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Knowledge of the political, cultural and security situation of the Mission area and other areas within the same geopolitical region;
- Ukrainian and/or Russian language skills.

<b>Position Name:</b> Adviser on Anti-Corruption	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAO 020	<b>Location:</b> Kyiv	<b>Availability:</b> 17 Aug 2025
<b>Component/Department/Unit:</b> Operations/Strategic Reform Component/OAS Reform Unit	<b>Level of Security Clearance:</b> NOT REQUIRED	<b>Open to contributing Third States:</b> Yes

### 1. Reporting Line:

The Adviser on Anti-Corruption reports to the Head of OAS Reform 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 a 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 to propose relevant solutions;
- To provide analysis and recommendations to the local counterparts on anti-corruption initiatives in the law enforcement sector;
- To ensure the mainstreaming of anti-corruption and building integrity in all internal and external activities of the mission in line with the applicable CivOpsHQ guidelines
- To provide support and advice to selected civilian security sector institutions, specifically Law Enforcement Agencies. The advice and support will *inter alia* cover institution and capacity building and the provision of the best international anti-corruption practices in accordance with international anti-corruption standards and recommendations;
- 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 horizontal advisers;
- To design and deliver training;
- To maintain dedicated contacts and build relationships with relevant civil society actors;
- To provide written advice, drafts, justifications and speaking points, as required, on the development and implementation of legislative initiatives, strategies and their implementation in the area of anti-corruption;
- To implement and participate in projects in the anti-corruption field, including planning, drafting, preparations, tendering, reporting and practical preparation of meetings, seminars, and other events.

### 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;
- Good understanding of advising or building capacity in the field of anti-corruption;
- Legislative drafting skills;
- Good knowledge of international anti-corruption practices and recommendations.

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

- Expertise in designing and delivering training;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Knowledge of gender mainstreaming;
- Ukrainian and/or Russian language skills.

<b>Position Name:</b> Head of Strategic Reform Component	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAO 030*	<b>Location:</b> Kyiv	<b>Availability:</b> 1 September 2025
<b>Component/Department/Unit:</b> Operations/Strategic Reform Component	<b>Security Clearance Level:</b> EU CONFIDENTIAL	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Head of Strategic Reform Component reports to the Head of Operations.

### 2. Main Tasks and Responsibilities:

- To lead, manage and coordinate the work and staff of the Component in the implementation of the Mission mandate as set out in the OPLAN and relevant planning documents;
- To oversee the Component's input to the development and regular updating of the Mission Implementation Plan by supporting the identification of relevant Mission operational requirements;
- To ensure consistency and sustainability of the Mission operational activities over time;
- To oversee the Component's contribution to the Mission's internal and external reporting against benchmarking;
- To work in close cooperation with the other Mission Components and horizontal advisers;
- To maintain necessary contacts and build relationships with relevant local counterparts and international actors in the field of responsibility;
- To act as the representative of the Component with external interlocutors as required;
- To support the development of the local authorities in the field of Civilian Security Sector Reform;
- To deputise for the Head of Operations when so appointed by the Head of Operations;
- To identify, manage and report the risks arising from the specific processes, systems and projects;
- To implement gender-responsive leadership and ensure gender and human rights mainstreaming internally and externally in mandate implementation;
- To uphold a strict zero tolerance policy to misconduct, including all forms of harassment, sexual harassment, discrimination and abuse, and proactively ensure an equal and inclusive work environment for all staff;
- To raise awareness of staff on their rights, obligations and appropriate standards of behaviour, including existing formal and informal complaint and support mechanisms.

### 3. General Tasks and Responsibilities:

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

### 4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested police and/or military education or training or an award of an equivalent rank; AND
- A minimum of 7 years of relevant professional experience, after having fulfilled the education requirements, out of which a minimum of 3 years at coordination/management level.

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

- Ability to exercise collaborative, sound and effective leadership;
- Ability to manage, mentor and motivate a professionally diversified and multicultural team;
- Ability to establish plan, and review priorities;
- Ability to communicate and engage with senior officials and governmental decision makers.

**6. Desirable Qualifications and Experience:**

- Master's degree in management, business administration or other related subjects, or international/national certificate/diploma in management/leadership;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- N/A

<b>Position Name:</b> Human Resources Reform Development Adviser/Trainer	<b>Employment          Regime:</b> Seconded	
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<b>Ref. number:</b> UAO 033	<b>Location:</b> Kyiv	<b>Availability:</b> ASAP
<b>Department/Component/Unit:</b> Operations Department/Strategic Reform Component/Leadership and Education Unit Component	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Human Resources Development Adviser/Trainer reports to the Head of Leadership and Education Unit.

### 2. Main Tasks and Responsibilities:

- 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 provide strategic advice and assistance to the relevant Ukrainian partners in implementing reforms in accordance with the agreed policies and guidelines and in coordination with other international actors and stakeholders;
- To provide expertise to the local counterparts to strengthen the capabilities in the Human Resources field;
- To identify and advise the relevant Ukrainian partners on the capacity and training opportunities in the Human Resources field;
- To develop curricula within Human Resources Development and deliver training;
- To support developing and implementing in-service trainings;
- To support the relevant Ukrainian partners in identifying the appropriate equipment and infrastructure needed to deliver effective training;
- To work as an Adviser/Trainer travelling within the Mission's area of operations;
- To ensure timely reporting and information flow;
- To identify, analyse and disseminate information on all Human Resources activities within her/his area of responsibility as required;
- To support host state authorities in developing training strategies/policies/plans/curricula/ training institutions as directed by the Head of Leadership and Education Unit and the Head of Strategic Reform Component;
- To identify required reforms and appropriate support to be provided by the Mission, including through advice/mentoring and/or direct training;
- To conduct Mission direct training activities according to the MIP and the relevant agreed training curricula;
- To ensure data collection related to Mission's trainings;
- To prepare, chair and/or take part in briefings related to trainings with other Mission's units/ components.

### 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 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, advise and motivate local counterparts;
- Knowledge of Human Resources management;
- Expertise of designing, delivering and evaluating training;
- Ability to draft policies, guidelines, and communicate to a broad audience;
- Ability to plan, multitask and manage time effectively.

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

- Professional Training Qualification/Certification;
- Experience in project management;
- Experience in international efforts to support host state reforms in the area of Security Sector/Rule of Law.

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

- Ukrainian and/or Russian Language skills.

<b>Position Name:</b> Adviser on Civilian Security Sector Education	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAO 038	<b>Location:</b> Kyiv	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Operations/Strategic Reform Component/Leadership and Education Unit	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Adviser on Civilian Security Sector Education reports to the Head of Leadership and Education 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 identify and 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 a local relevant institution, security permitting;
- To ensure timely reporting on activities as per planning documents;
- To maintain necessary contacts and build relationships with relevant international stakeholders and local counterparts;
- To liaise closely with other horizontal advisers;
- To design and deliver training;
- To facilitate study visits and exchanges of best practices for counterparts' representatives with similar relevant institutions from EU Member States;
- To support Ukrainian counterparts in the Civilian Security Sector (CSS) to develop education structures and curricula in line with European standards;
- To support the systematization of educational reform within the CSS, including the development of educational policies in line with the local institutions' needs and goals for modernisation and EU standards;
- To be the Mission's interlocutor for educational institutions within the system of the Ministry of Interior of Ukraine with regard to CSS education reform and curricula;
- To liaise closely with other horizontal advisers and staff from other Components as well as from Field Offices and the Mobile Unit in matters relating to CSS education.

### 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;
- Knowledge of CSS education systems in EU Member States;
- Knowledge on designing training programs and curriculum development and plan, organise and deliver trainings.

**6. Desirable Qualifications and Experience:**

- Experience in communicating and engaging with senior officials and governmental decision makers;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Knowledge of the political, cultural and security situation of the mission area and/or other areas within the same geopolitical region;
- Ukrainian and/or Russian language skills.

<b>Position Name:</b> Civil Society/Human Rights Adviser	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAO 044	<b>Location:</b> Kyiv	<b>Availability:</b> 05 November 2025
<b>Component/Department/Unit:</b> Operations/ Strategic Reform Component/Cross-Cutting Unit	<b>Level of Security Clearance:</b> NOT REQUIRED	<b>Open to contributing Third States:</b> Yes

### 1. Reporting Line:

The Civil Society/Human Rights Adviser reports to the Head of Cross-Cutting 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 in the area of responsibility;
- 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 design and deliver training;
- To support host state authorities in developing strategies/policies/plans in cooperation with civil society where appropriate;
- To be the key interlocutor in relation to the human rights related situation in the Ukrainian Civilian Security Sector (CSS) and the performance of the CSS, providing reports and state-of-play analysis;
- Engage in outreach activities aimed at Ukrainian counterparts, including LEAs, civil society, and other relevant actors;
- To identify capacity gaps and conduct needs analysis, including comparable analysis with European and International standards and best practices, and draft analytical products.

### 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, advice, and motivate local counterparts;
- Good knowledge of human rights, their subsequent instruments, mainstreaming human rights related issues and tools;
- Knowledge and ability to conduct comparative legal analysis with EU regulations and national legislation.

**6. Desirable Qualifications and Experience:**

- Experience in project management;
- Experience in developing and delivering trainings;
- Experience in international efforts to support host-state reforms in the area of the Security Sector/Rule of Law;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Knowledge of gender mainstreaming;
- Ukrainian or/and Russian language skills.

<b>Position name:</b> Adviser on Communications and Information Systems	<b>Employment regime:</b> Seconded	
<b>Ref. number:</b> UAO 053	<b>Location:</b> Kyiv	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Operations/Strategic Reform Component/OAS Reform Unit	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Adviser on Communications and Information Systems reports to the Head of OAS Reform 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 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 horizontal advisers;
- To design and deliver training;
- To support the development of the local institutions such as Ministry of Interior, Economic Security Bureau of Ukraine, State Bureau of Investigations and other stakeholders in the field of Civil Security Reform through advice, mentoring and practical support activities;
- To be the key interlocutor with the relevant Civil Security Sector Reform stakeholders on all matter related to Information and Communications Systems;
- To develop policies in line with the local institutions on all matters related to Information and Communication Systems.

### 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 of designing and implementing training;
- Project Management experience in the field of radio communications and other communications network systems;
- Knowledge on the latest technical developments on the protection of critical communication network systems;
- Knowledge of applicable international standards with regard to Communications systems.

**6. Desirable Qualifications and Experience:**

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

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

- Knowledge of Ukraine and its digital transformation challenges;
- Ukrainian and/or Russian language skills.

<b>Position Name:</b> Adviser on Civilian Security Sector Reform/Reintegration	<b>Employment Regime:</b> Seconded	
<b>Ref. number:</b> UAO 054	<b>Location:</b> Kyiv	<b>Availability:</b> ASAP
<b>Department/Component/Unit:</b> Operations/Strategic Reform Component/OAS Reform Unit	<b>Level of Security Clearance:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Adviser on Civilian Security Sector Reform/Reintegration reports to the Head of the OAS Reform 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 design and deliver training;
- To provide advice and support to Ukrainian counterparts on the development and implementation of strategies and policies in all areas of civilian security reform, including veteran affairs;
- To liaise with international counterparts on civilian security sector reform, including on veteran affairs and to facilitate links and partnerships with EU member states and third countries in order to facilitate exchange and dialogue;
- To organise and participate in workshops and training sessions on all areas of civilian security sector reform, including on veteran affairs.

### 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 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, advise and motivate local counterparts;
- Expertise of designing and delivering training;
- Knowledge of civilian-military cooperation, and reintegration frameworks in post-conflict or transitional justice contexts;
- Knowledge of social/veteran reintegration frameworks, including psychosocial support, rehabilitation programmes, and employment integration measures.

**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.

<b>Position Name:</b> Adviser on General Policing	<b>Employment Regime:</b> Seconded	
<b>Ref. number:</b> UAO 064	<b>Location:</b> Kyiv	<b>Availability:</b> ASAP
<b>Department/Component/Unit:</b> Operations/IBM and Law Enforcement Component/ Police Unit	<b>Level of Security Clearance:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Adviser on General Policing reports to the Head of the Police 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 design and deliver training;
- To support the development of the local institutions in the field of protection of critical infrastructures by assisting stakeholders in conducting risk and threat assessments, interdependency mapping, vulnerability analyses across critical sectors;
- To advise on the development of resilience enhancement measures, business continuity plans, emergency response frameworks and crisis management procedures;
- To be the key interlocutor with the EU institutions, international organisations (e.g., NATO, UN, OSCE), and national institutions involved in the protection of critical infrastructures;
- To develop policies in cooperation with local institutions involved in the protection of critical infrastructure, by supporting the alignment of national frameworks with EU directives and international best practices, including Directive (EU) 2022/2557.

### 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 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, advise and motivate local counterparts;
- Expertise of designing and delivering training;
- Knowledge of EU policy frameworks, in particular Directive (EU) 2022/2557 and hybrid threat mitigation approaches;
- Analytical skills in defining and classification of Critical Infrastructure.

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

- Experience in developing measures and procedures related to protection of critical infrastructure;
- Knowledge in conducting risk and threat assessments, specifically for critical infrastructure.

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

- Ukrainian and/or Russian language skills.

<b>Position Name:</b> Adviser on General Policing	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAO 065	<b>Location:</b> Kyiv	<b>Availability:</b> 19 Oct 2025
<b>Department/Component/Unit:</b> Operations/IBM and Law Enforcement Component/ Police Unit	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Adviser on General Policing reports to the Head of Police 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, primarily the National Police of Ukraine (NPU) and National Guard of Ukraine (NGU), in the field of first line policing/law enforcement (direct contact with public) through activities such as advising, supporting, training, educating, and purchasing equipment needed for policing tasks;
- To be the key interlocutor with the NPU and NGU at operational and tactical level;
- 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 area of responsibility;
- To contribute and ensure timely reporting on activities within the area of responsibility;
- To take account of gender equality and human rights aspects in the 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 of designing and delivering training;
- Knowledge of first line policing through functions such as uniformed patrolling, community policing.

**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.

<b>Position Name:</b> Adviser/Trainer on Community Policing	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAO 066	<b>Location:</b> Kyiv	<b>Availability:</b> 13 Dec 2025
<b>Department/Component/Unit:</b> Law Enforcement Agencies Component /Police Unit	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Community Policing Adviser/Trainer reports to the Head of Police Unit.

### 2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in planning documents and in 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 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 in the field of Community Policing;
- To be the key interlocutor with the relevant regional/local Ukrainian partners;
- To develop policies in line with the local institutions.
- To support host state authorities in developing training strategies/policies/plans/curricula/ training institutions as directed by the Head of Leadership and Education Unit and the Head of Strategic Reform Component;
- To identify required reforms and appropriate support to be provided by the Mission, including through advice/mentoring and/or direct training;
- To conduct Mission direct training activities according to the MIP and the relevant agreed training curricula;
- To ensure data collection related to Mission's trainings;
- To prepare, chair and/or take part in briefings related to trainings with other Mission's units/ components.

### 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 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, advise and motivate local counterparts;
- Knowledge of Community Policing;
- Experience of designing and delivering training.

**6. Desirable Qualifications and Experience:**

- Professional Training Qualification/Certification;
- Experience in international efforts to support host state reforms in the area of Public Security at the national and/or at the regional level, in particular in the field of community safety, crime prevention, and road traffic safety;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Ukrainian or/and Russian language skills.

<b>Position Name:</b> Senior Adviser on Stability Policing/Public Order	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAO 070	<b>Location:</b> Kyiv/Countrywide	<b>Availability:</b> ASAP
<b>Division/Department/Unit:</b> Operations Department/IBM and Law Enforcement Component/Police Unit	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Senior Adviser on Stability Policing/Public Order reports to the Head of Police 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 National Police and National Guard of Ukraine in the field of Stability Policing through Dialogue Policing, Community Policing Concepts, Strategic Communication and Public Order Concepts;
- To be the key interlocutor with the relevant Ukrainian counterparts in identifying challenges, analysing implications, strategic and operational planning, conducting assessment and lessons learned;
- To develop policies in line with the local institutions` tasks and responsibilities.

### 3. General Tasks and Responsibilities:

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

### 4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree, OR equivalent and attested police or/and military education or training or an award of an equivalent rank; AND
- A minimum of 6 years of relevant professional experience, after having fulfilled the education requirements.

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

- Ability to mentor, advise and motivate local counterparts;
- Expertise in national implementation of public order concepts or international efforts to support host state reforms in the area of Security Sector/Rule of Law;
- Expertise in planning and implementation of public order concepts based on European best practices.

**6. Desirable Qualifications and Experience:**

- Experience of designing and delivering training;
- Experience in project management.

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

- Ukrainian and/or Russian language skills.

<b>Position Name:</b> Adviser on Stability Policing	<b>Employment Regime:</b> Seconded	
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<b>Ref. number:</b> UAO 073	<b>Location:</b> Kyiv	<b>Availability:</b> ASAP
<b>Department/Component/Unit:</b> Operations/IBM and Law Enforcement Component/ Police Unit	<b>Level of Security Clearance:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Adviser on Stability Policing reports to the Head of the Police 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 design and deliver training;
- To support the development of the local institutions in the field of stability policing and veterans' reintegration through training, policy advice, and institutional development activities;
- To be the key interlocutor with the host state counterparts in matters related to public order, post-conflict policing, and veteran affairs;
- To support the development of policies in line with the local institutions' strategic planning for reintegration, public safety, and social cohesion;
- To advise on the integration of war veterans into public security structures and promote their meaningful engagement in community stabilisation and resilience initiatives;
- To contribute to the development and implementation of national and regional strategies for stability policing, ensuring that veterans' needs, capacities, and risks are adequately addressed.

### 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 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, advise and motivate local counterparts;
- Experience of designing and delivering training;
- Knowledge of public order policing, civilian-military cooperation, and reintegration frameworks in post-conflict or transitional justice contexts;
- Knowledge of social/veteran reintegration frameworks, including psychosocial support, rehabilitation programmes, and employment integration measures.

**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.

<b>Position Name:</b> Adviser on Public Order	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAO 075	<b>Location:</b> Kyiv/Countrywide	<b>Availability:</b> 10 Oct 2025
<b>Department/Component/Unit:</b> Operations/IBM and Law Enforcement Component/ Police Unit	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Adviser on Public Order reports to the Head of Police 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 design and deliver training;
- To support the development of the local institutions (e.g., National Police of Ukraine and National Guard) in the field of public order and crowd management through activities such as training, mentoring, strategic advice, inter-agency cooperation, and resilience building, and capacity building through curriculum development, training of trainers, and implementation of specialised modules on crisis response and hybrid threats;
- To be the key interlocutor with the Ukrainian law enforcement agencies and relevant national and international stakeholders on public order and crowd management and resilience-related matters;
- To develop policies in line with the local institutions' strategic priorities on public order management, ensuring alignment with EU standards and the effective implementation of the new public order concept.

### 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;
- Presentation skills, experience in drafting materials used for training and delivering training;
- Ability to draft policies, guidelines, and communicate to a broad audience;
- Expertise in national implementation of public order concepts or international efforts to support host state reforms in the area of Security Sector/Rule of Law.

**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.

<b>Position Name:</b> Adviser on IBM Quality Management	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAO 085	<b>Location:</b> Kyiv	<b>Availability:</b> ASAP
<b>Department/Component/Unit:</b> Operations /IBM and Law Enforcement Component/ IBM Unit	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Adviser on IBM Quality Management reports to the Head of Integrated Border Management (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 related to Quality Mechanism design and implementation on local, regional and national level and propose relevant solutions;
- To provide analysis and recommendations to the local counterparts regarding to Schengen Evaluation Mechanism, Quality Management systems including governing the implementation of an action plan, Management cycle including measurable indicators;
- 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 design and deliver training to EIBM;
- To support the development of the IBM actors, mainly State Border Guard Service and State Customs Service of Ukraine in their capacity building effort to align UA IBM quality management with EU standards;
- To be the key interlocutor with IBM actors, mainly State Border Guard Service and State Customs Service related to Quality Management including Schengen Evaluation;
- To advise in developing policies, strategies and working instructions to meet IBM quality management EU Acquis requirements.

### 3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices on general policing related aspects;
- To contribute and ensure timely reporting on general policing related activities;
- 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 second cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree OR equivalent and attested customs, 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, advise and motivate local counterparts;
- Expertise in designing and delivering relevant training;
- Knowledge of Schengen Evaluation mechanism, IBM quality management.

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

- Experience in project management;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Knowledge and understanding of the institutional, legal and policy frameworks integrating the value of human rights and gender mainstreaming;
- Ukrainian and/or Russian language skills.

<b>Position name:</b> Senior Adviser on Prosecutorial Reform	<b>Employment regime:</b> Seconded	
<b>Ref. number:</b> UAO 093	<b>Location:</b> Kyiv	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Operations Department/ Organised Crime and Criminal Justice Component/ Criminal Justice Unit	<b>Security Clearance Level:</b> EU CONFIDENTIAL	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Senior Adviser on Prosecutorial Reform 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 to the relevant Ukrainian partners in the field of implementing reforms in accordance with the agreed policies and guidelines;
- To be the key interlocutor in the field of prosecutorial and legal reform; this will include advice on legislation, policy relating to such matters as prosecutorial ethos, structural and operational organisation of the Public Prosecutor's Office, independence and self-governance;
- To develop policies in line with the local institutions and provide awareness and advice to the national level of the Ukrainian prosecutorial leadership relating to the establishment of robust and effective internal and external communication, human resources and disciplinary proceedings;
- To identify and advise the relevant Ukrainian partners on the capacity and training opportunities in the prosecution;
- To build capacities of the prosecution service through drafting training curricula, delivering trainings and organising study visit in the area of international cooperation, EU acquis in the area of criminal justice, prosecution reform, institutional development and training and other;
- Supporting implementation of the Overarching Strategy for Reforming the Law Enforcement Agencies as part of the Security and Defence Sector of Ukraine for 2023-2027 and its Action Plan concerning criminal justice such as developing standards for conducting pre-trial investigations of criminal offences or development of a national criminal policy concept;
- To support the relevant Ukrainian partners in identifying the appropriate equipment and infrastructure needed to deliver effective prosecution, including related human resources systems;
- To support Mission Field Offices where relevant;
- To manage and lead projects in the prosecution field.

### **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:**

- Expertise of designing and delivering training;
- Knowledge of prosecutorial service;
- Ability to mentor and motivate local counterparts;
- Ability to engage with senior officials/ governmental level decision makers.

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

- Experience in reforming / change management of a prosecutorial service or judiciary;
- Experience in developing criminal justice policy;
- Experience in international cooperation in criminal matters;
- Experience in advising on legislative drafting;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Ukrainian and/or Russian language skills.

<b>Position name:</b> Senior Adviser on Transitional Justice	<b>Employment regime:</b> Seconded	
<b>Ref. number:</b> UAO 094	<b>Location:</b> Kyiv	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Operations Department/ Organised Crime and Criminal Justice Component/ Criminal Justice Unit	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Senior 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 in the field of transitional justice through activities such as legislative and policy advice and training;
- To be the key interlocutor with the Ministry of Justice and Parliament, public prosecution office, judiciary and law enforcement agencies;
- To develop policies in line with the local institutions on transitional justice;
- To support local authorities in drafting legislation in the area of transitional justice.

### 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;
- Experience of designing and delivering training;
- Knowledge of transitional justice mechanisms.

**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.

<b>Position name:</b> Senior Adviser on Penitentiary and Probation	<b>Employment regime:</b> Seconded	
<b>Ref. number:</b> UAO 098	<b>Location:</b> Kyiv	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Operations/ Organised Crime and Criminal Justice Component/Criminal Justice Unit	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Senior Adviser on Penitentiary and Probation 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 Ministry of Justice and the Probation Service in the field of Penitentiary and Probation through activities in line with the Penitentiary Reform Strategy and related Action Plan;
- To be the key interlocutor with the Ministry of Justice and the Probation Service;
- To develop policies in line with the Ministry of Justice and the Probation Service.

### 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;
- Expertise of designing and delivering training;
- Knowledge of Penitentiary and Probation reform process including development of policy, development of training curricula for penitentiary and probation staff, as well as regarding legislation.

**6. Desirable Qualifications and Experience:**

- Experience in creating and delivering pre-deployment training for Prison Officers;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Ukrainian and/or Russian language skills.

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

### 1. Reporting Line:

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

### 2. Main Tasks and Responsibilities:

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

### 3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- To take account of gender equality and human rights aspects in the execution of tasks;

- To undertake any other related tasks as requested by the Line Manager(s).

#### **4. Essential Qualifications and Experience:**

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested police or/and military education or training or an award of an equivalent rank; AND
- A minimum of 6 years of relevant professional experience, out of which a minimum of 2 years at coordination/management level, after having fulfilled the education requirements.

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

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

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

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

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

- Ukrainian and/or Russian language skills.

<b>Position Name:</b> Senior Adviser on Organised Crime	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAO 110	<b>Location:</b> Kyiv	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Operations/Organised Crime and Criminal Justice Component/Organised Crime Unit	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Senior Adviser on Organised Crime reports to the Head of Organised Crime 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 Law Enforcement Agencies (LEA) in the field of combating organised crime through mentoring and advising;
- To serve as a key interlocutor on strategic and operational level with LEAs combating organised crime and other key partners;
- To cooperate and conduct needs assessment at key beneficiaries, including: the National Police, Economic Security Bureau, State Bureau of Investigation and other dedicated LEAs, in Crime Intelligence, Investigations and other Organised Crime related matters;
- To advise and support the development of strategic documents (policies, strategies and action plans) with the LEAs taking part in combatting organised crime;
- To advise and support the LEAs in inter-agency cooperation in combatting organised crime, including Organised Crime strategy development, Ukrainian Serious and Organised Crime Threat Assessment (SOCTA Ukraine);
- To advise on operational level to set up and implement countrywide Organised Crime Task Forces;
- To contribute to leadership development of senior Ukrainian Organised Crime officers;
- To develop and participate in implementation of EUAM Ukraine projects and externally funded projects.

### 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 in drafting Organised Crime Policies/Strategies/Action Plans;
- Knowledge of drafting legislation related to strategic aspects of fighting Organised Crime;
- Knowledge of Intelligence-led Policing principles;
- Expertise in fight against Organised Crime;
- Expertise of working with Justice and Home Affairs agencies (e.g. EUROPOL and INTERPOL).

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

- Experience in project management;
- Experience of international cooperation in combatting organised crime;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Ukrainian and/or Russian language skills.

<b>Position name:</b> Senior Adviser on Prosecution (financial and organised crime)	<b>Employment regime:</b> Seconded	
<b>Ref. number:</b> UAO 111	<b>Location:</b> Kyiv	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Operations/ Organised Crime and Criminal Justice Component/ Organised Crime Unit	<b>Security Clearance Level:</b> EU CONFIDENTIAL	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Senior Adviser on Prosecution (financial and organised crime) reports to the Head of Organised Crime 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 specialised public prosecution offices in the field of Organised and Financial Crime through training and specialised capacity building activities;
- To be the key interlocutor with the General Prosecution Office;
- To develop policies in line with the local institutions involved in the Prosecution of Organised Crime including Financial crimes.

### 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 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;
- Experience of designing and delivering training;
- Knowledge of prosecution of Organised Crime cases and drafting legislation related to strategic aspects of fighting Organised Crime and their implementation.

**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.

<b>Position Name:</b> Senior Adviser on Counter Terrorism	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAO 113	<b>Location:</b> Kyiv	<b>Availability:</b> 16 Jun 2025
<b>Department/Component/Unit:</b> Operations/National Security Component	<b>Security Clearance Level:</b> EU CONFIDENTIAL	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Senior Adviser on Counter Terrorism reports to the Head of National Security Component.

### 2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in planning documents and in 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 maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other horizontal advisers;
- To design and deliver training;
- To provide strategic advice and assistance to relevant Ukrainian partners, notably the Security Service of Ukraine (SSU) and the Foreign Intelligence Service of Ukraine (FISU), with a focus on countering terrorism;
- To mentor and provide advice on counter terrorism operations within its specific legal framework and in line with human rights standards;
- To identify and advise relevant Ukrainian partners on capacity and training opportunities on counter terrorism;
- To support the above counterparts in the drafting of strategic analysis products, in particular Terrorism Threat Assessment, Hybrid Threat Assessment etc. in accordance with the methodology used by EUROPOL and other EU institutions;
- To advise on improvement of the national counter-terrorism system, including inter-agency cooperation, private-public cooperation, international cooperation with EU Member States security authorities and EU institutions;
- To support relevant Ukrainian partners in identifying appropriate equipment and infrastructure needed to deliver effectively on counter terrorism, in implementing externally funded projects or initiatives in his/her field of expertise;
- To facilitate the support of European Security services and European multilateral bodies for cooperation on the fight against international terrorism;
- To provide expertise in the delineation of competencies among the different Law Enforcement Agencies on counter terrorism;
- To provide expertise to strengthen capabilities on counter terrorism;
- To provide expertise in the development of a national strategy and its implementation;
- To advise and provide expertise in the development of risk assessments;
- To assist in the implementation of training activities on counter terrorism;
- To manage and lead projects on counter terrorism.

### **3. General Tasks and Responsibilities:**

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

### **4. Essential Qualifications and Experience:**

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested police or/and military education or training or an award of an equivalent rank; AND
- A minimum of 6 years of relevant professional experience, after having fulfilled the education requirements.

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

- Ability to mentor and motivate local counterparts;
- Knowledge of counter terrorism matters from a security service perspective;
- Ability to engage with senior officials/ governmental level decision makers.

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

- Experience of designing and delivering training;
- Experience in project management;
- International experience, particularly in crisis areas with multinational and/or international organisations.

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

- Ukrainian and/or Russian language skills.

<b>Position Name:</b> Senior Adviser on Financial Crimes	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAO 116	<b>Location:</b> Kyiv	<b>Availability:</b> 10 Oct 2025
<b>Department/Component/Unit:</b> Operations/Organised Crime and Criminal Justice Component/Organised Crime Unit	<b>Security Clearance Level:</b> EU CONFIDENTIAL	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Senior Adviser on Financial Crimes reports to the Head of Organised Crime Unit.

### 2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in planning documents and in 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 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 in the field of economic and financial crimes and financial investigations through activities of training;
- To be the key interlocutor with the relevant Ukrainian partners in identifying appropriate equipment and infrastructure needed for effective economic and financial crime investigations;
- 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 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 and motivate local counterparts;
- Ability to engage with senior officials/governmental-level decision makers;
- Expertise in designing and delivering trainings;
- Knowledge of EU legislation related to economic and financial crimes (the EU anti-money laundering directives, among other legislation).

**6. Desirable Qualifications and Experience:**

- Experience in project management;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Ukrainian and/or Russian language skills.

<b>Position Name:</b> Senior Adviser on Criminal Investigations	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAO 122	<b>Location:</b> Kyiv	<b>Availability:</b> 31 Oct 2025
<b>Component/Department/Unit:</b> Operations/Organised Crime and Criminal Justice Component/Criminal Investigation Unit	<b>Security Clearance Level:</b> EU CONFIDENTIAL	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Senior Adviser on Criminal Investigations reports to the Head of Criminal Investigation Unit.

### 2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in planning documents and in 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 maintain necessary contacts and build and maintain 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 in the field of criminal investigation through training activities;
- To be the key interlocutor with the relevant local institutions;
- To develop policies in line with the local institutions in the field of criminal investigations.

### 3. General Tasks and Responsibilities:

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

### 4. Essential Qualifications and Experience:

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

- A minimum of 6 years of relevant professional experience, after having fulfilled the education requirements.

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

- Ability to mentor, advise and motivate local counterparts;
- Experience of designing and delivering training;
- Ability to mentor and motivate local counterparts;
- Knowledge of drafting legislation related to the strategic aspects of criminal investigations;
- Knowledge of strategic, operational and tactical criminal analysis.

**6. Desirable Qualifications and Experience:**

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

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

- Ukrainian and/or Russian language skills.

<b>Position name:</b> Head of National Security Component	<b>Employment regime:</b> Seconded	
<b>Ref. number:</b> UAO 130	<b>Location:</b> Kyiv	<b>Availability:</b> 01 August 2025
<b>Component/Department/Unit:</b> Operations/National Security Component	<b>Security Clearance Level:</b> EU Secret	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Head of National Security Component reports to the Head of Operations.

### 2. Main Tasks and Responsibilities:

- To lead, manage and coordinate the work and staff of the Component in the implementation of the Mission mandate as set out in the relevant planning documents;
- To oversee the Component's input to the development and regular updating of the Mission Implementation Plan by supporting the identification of relevant Mission operational requirements;
- To ensure consistency and sustainability of the Mission operational activities over time;
- To oversee the Component's contribution to the Mission's internal and external reporting against benchmarking;
- To work in close cooperation with the other Mission Components and horizontal advisers;
- To maintain necessary contacts and build relationships with relevant local counterparts and international actors in the field of responsibility;
- To act as the representative of the Component with external interlocutors as required;
- To support the development of the local authorities in the field of Civilian Security Sector Reform;
- To deputise for the Head of Operations when so appointed by the Head of Operations;
- To identify, manage and report the risks arising from the specific processes, systems and projects;
- To implement gender-responsive leadership and ensure gender and human rights mainstreaming internally and externally in mandate implementation;
- To uphold a strict zero tolerance policy to misconduct, including all forms of harassment, sexual harassment, discrimination and abuse, and proactively ensure an equal and inclusive work environment for all staff;
- To raise awareness of staff on their rights, obligations and appropriate standards of behaviour, including existing formal and informal complaint and support mechanisms.

### 3. General Tasks and Responsibilities:

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

#### **4. Essential Qualifications and Experience:**

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualification 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 7 years of relevant professional experience, out of which a minimum of 3 years at coordination/management level, after having fulfilled the education requirements.

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

- Ability to exercise collaborative, sound and effective leadership;
- Ability to manage, mentor and motivate a professionally diversified and multicultural team;
- Ability to establish plan, and review priorities;
- Ability to communicate and engage with senior officials and governmental decision makers.

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

- Master's degree in management, business administration or other related subjects, or international/national certificate/diploma in management/leadership;
- Management experience in international organisation operating in a conflict or post conflict situation;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Understanding of Ukrainian law;
- Understanding and knowledge of Ukrainian challenges in the area of intelligence;
- Ukrainian and/or Russian language skills.

<b>Position Name:</b> Head of Unit International Crimes Investigations	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAO 137	<b>Location:</b> Kyiv	<b>Availability:</b> 01 Jan 2026
<b>Component/Department/Unit:</b> Operations/International Crimes Component /International Crimes Investigations Unit	<b>Security Clearance Level:</b> EU Confidential	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Head of International Crimes Investigations Unit reports to the Head of the International Crimes Component.

### 2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in planning documents and in the MIP;
- To lead, manage and coordinate the work and staff of the unit and to ensure it delivers on Mission mandate within its field of responsibility and tasks as set out in planning documents, the Mission Implementation Plan (MIP) and instructions issued by the Head of Mission;
- To ensure timely reporting on activities within the field of responsibility, in particular progress and/or lack of progress, including the updating of the MIP benchmarking in the relevant line of operations;
- To ensure coordination with other relevant operational units within the Mission;
- To coordinate with other Mission Components and advisers;
- To identify, manage and report the risks arising from the implementation of specific processes/systems/projects;
- To act as the representative of the Unit with external interlocutors;
- To lead the unit in providing support by way of advice, mentoring and training to those Ukrainian law enforcement agencies involved in the investigation of international crimes (i.e., war crimes, crimes against humanity, genocide, and the crime of aggression);
- To lead the unit in designing and implementing innovative strategies and solutions that enhance the capabilities of Ukrainian law enforcement agencies to conduct effective and human rights-compliant international crimes investigations;
- To foster contacts and build productive working relationships with relevant local counterparts and other international actors in the field of responsibility.
- To implement gender-responsive leadership and ensure gender and human rights mainstreaming internally and externally in mandate implementation;
- To uphold a strict zero tolerance policy towards misconduct, including all forms of harassment, sexual harassment, discrimination and abuse, and proactively ensure an equal and inclusive work environment for all staff;
- To raise awareness of staff on their rights, obligations and appropriate standards of behaviour, including existing formal and informal complaint and support mechanisms.

### 3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;

- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

#### **4. Essential Qualifications and Experience:**

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualification 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 6 years of relevant professional experience, out of which a minimum of 2 years at coordination/management level, after having fulfilled the education requirements.

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

- Ability to exercise collaborative, sound and effective leadership;
- Ability to manage, mentor and motivate a professionally diversified and multicultural team;
- Ability to establish, plan, and review priorities;
- Ability to communicate and engage with senior officials and governmental decision makers;
- Knowledge of investigating complex criminal cases (international crimes, organised crime, or others) at the national and/or international level (e.g. from specialised courts/tribunals or executive international missions).

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

- Master's degree in management, business administration or other related subjects, or an international/national certificate/diploma in management/leadership;
- Experience of investigating international crimes;
- Experience of International Criminal Law and International Humanitarian Law;
- International experience, particularly in crisis areas, with multinational and/or international organisations.

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

- Ukrainian and/or Russian language skills.

<b>Position Name:</b> Senior Adviser on Complex Crime Scene Analysis	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAO 139	<b>Location:</b> Kyiv/Countrywide	<b>Availability:</b> ASAP
<b>Department/Component/Unit:</b> Operations/International Crimes Component/International Crimes Investigations Unit	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Senior Adviser on Complex Crime Scenes reports to the Head of Unit IC Investigations.

### 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 the Office of the Prosecutor General (OPG), National Police Unit (NPU) and the Security Services of Ukraine (SSU) in the field of International Crimes through activities Workshops/Training events etc.;
- To be the key interlocutor with the OPG, NPU SSU;
- To develop policies in line with the local institutions such as the OPG, NPU SSU .

### 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;
- Experience of designing and delivering training;
- Knowledge of forensics matters and techniques, in particular with regard to criminal investigations and analysis at complex crimes scenes;
- Ability to reconstruct complex crime scenes;
- Expertise in dealing with scenes of major incidents and crimes.

**6. Desirable Qualifications and Experience:**

- Experience in CBRNE (chemical, biological, radiological, nuclear and explosive)-related crime scenes;
- Experience in working at larger crime scenes, trace analyses and recovery (e.g., DNA, blood), identifying of bodies, or parts of bodies;
- Experience in capturing, visualising, and reconstructing crime scenes;
- Experience in crime scene work in high-risk areas (involving IEDs, EODs, and UXO's);
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Ukrainian and/or Russian language skills.

<b>Position Name:</b> Senior Adviser on Organised Crime	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAO 140	<b>Location:</b> Kyiv	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Operations/Organised Crime and Criminal Justice Component/Organised Crime Unit	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Senior Adviser on Organised Crime reports to the Head of Organised Crime 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 ensure implementation of Overarching Strategic Plan for the Reform of the Entire Law Enforcement Sector (2023-2027) and its Action Plan in the areas concerning law enforcement agencies reform particularly strategic, policy and legislative measures in the area of combating organized crime;
- To assess and report about the progress of the reform of civilian security sector relevant for combating organized crime including in the framework of EU accession process to the Head of Organised Crime Unit and Head of Organised Crime and Criminal Justice Component;
- To support the development the development of the Law Enforcement Agencies (LEA) in the field of combating organised crime through mentoring and advising;
- To serve as a key interlocutor on strategic and operational level with LEAs combating organised crime and other key partners, such as Ministry of Internal Affairs (MoIA) and the Office of the Prosecutor General (OPG);
- To promote specific Organised Crime concepts, which build Ukrainian institutional resilience, and conduct needs assessment at key beneficiaries, including: OPG, the National Police, Economic Security Bureau, State Bureau of Investigation and other dedicated LEAs, in Criminal Intelligence, Investigations and other Organised Crime related matters;
- To advise and support the development of strategic documents (policies, strategies and action plans) with OPG and LEAs taking part in combatting organised crime;
- To advise and support the LEAs in inter-agency cooperation in combatting organised crime;

- To advise on drafting and amending legislation related to practical aspects of countering organised crime.

**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).

**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 police or military equivalent education or training and rank; AND
- A minimum of 6 years of relevant professional experience, after having fulfilled the education requirements.

**Essential Knowledge, Skills and Abilities:**

- Ability to mentor, advise and motivate local counterparts;
- Expertise in fight against Organised Crime in coordination with other Law Enforcement Agencies and the prosecution and the judiciary service (e.g. task forces);
- Expertise of working with Justice and Home Affairs agencies;
- Knowledge of drafting legislation related to strategic aspects of fighting Organised Crime;
- Knowledge of Intelligence-led Policing principles;
- Knowledge of Serious and Organised Crime Threat Assessment (SOCTA).

**Desirable Qualifications and Experience:**

- Experience in project management, including planning, budgeting, implementation and evaluation;
- Experience of international cooperation in combatting organised crime;
- International experience, particularly in crisis areas with multinational and international organisations.

**8. Desirable Knowledge, Skills and Abilities:**

- Ukrainian and/or Russian language skills.

<b>Position name:</b> Head of Criminal Investigation Unit	<b>Employment regime:</b> Seconded	
<b>Ref. number:</b> UAO 142	<b>Location:</b> Kyiv	<b>Availability:</b> 01 Oct 2025
<b>Component/Department/Unit:</b> Operations/Organised Crime and Criminal Justice Component/Criminal Investigation Unit	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Head of Criminal Investigation Unit reports to the Head of Organised Crime and Criminal Justice 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 (MIP);
- To lead, manage and coordinate the work and staff of the Unit to ensure it delivers on Mission mandate within its field of responsibility and tasks as set out in the planning documents, the MIP and instructions issued by the Head of Mission;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress, including the updating of the MIP benchmarking in the relevant Line of Operations;
- To ensure, at operational level, coordination with other relevant operational units within the Mission;
- To coordinate with other Mission Components and horizontal Advisers;
- To maintain necessary contacts and build relationships with relevant local counterparts and international actors in the field of responsibility;
- To act as the representative of the Unit with external interlocutors;
- To identify, manage and report the risks arising from specific processes/ systems/projects implemented;
- To implement gender-responsive leadership and ensure gender and human rights mainstreaming internally and externally in mandate implementation;
- To uphold a strict zero tolerance policy to misconduct, including all forms of harassment, sexual harassment, discrimination and abuse, and proactively ensure an equal and inclusive work environment for all staff;
- To raise awareness of staff on their rights, obligations and appropriate standards of behaviour, including existing formal and informal complaint and support mechanisms.

### 3. General Tasks and Responsibilities:

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

### 4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualification 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 6 years of relevant professional experience, out of which a minimum of 2 years at coordination/management level, after having fulfilled the education requirements.

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

- Ability to exercise collaborative, sound and effective leadership;
- Ability to manage, mentor and motivate a professionally diversified and multicultural team;
- Ability to establish, plan, and review priorities;
- Ability to communicate and engage with senior officials and governmental decision makers;
- Knowledge of criminal analysis process, forensic procedures, criminal investigation tactics;
- Knowledge of drafting legislation or providing comments related to practical aspects of fighting crime.

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

- Master's degree in management, business administration or other related subjects, or international/national certificate/diploma in management/leadership;
- Experience in criminal investigations as senior investigating officer (SIO), including crime scene management;
- Experience working in joint investigating teams;
- Experience in project management;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Ukrainian and/or Russian language skills.

<b>Position Name:</b> Senior Adviser on Environmental Crimes	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAO 143	<b>Location:</b> Kyiv/Countrywide	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Operations/International Crimes Component/International Crimes Legal Unit	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Senior Adviser on Environmental Crimes reports to the Head of 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 institutions, security permitting;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other advisers;
- To design and deliver training;
- To support the development of the local institutions including the Office of the Prosecutor General of Ukraine and in particular the Special Environmental Prosecutor's Office ('SEPO') as well as Ukrainian law enforcement institutions in the field of the investigation and prosecution of environmental war crimes and ecocide through activities including capacity building, advising, training and mentoring;
- To be the key interlocutor with the Office of the Prosecutor General of Ukraine and in particular the Special Environmental Prosecutor's Office ('SEPO') as well as Ukrainian law enforcement institutions;
- To develop policies in line with the local institutions;
- To provide support by way of mentoring to investigators and prosecutors in the proper conduct of the investigation and prosecution of environmental war crimes and ecocide cases;
- To review Ukrainian draft laws and other legislation relevant to international criminal law and procedure, and to provide advice including on improving the compatibility of national legislation with the Rome Statute and to international human rights standards as it relates to environmental war crimes and ecocide.

### 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 mainstreaming 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 in law 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 educational requirements.

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

- Ability to mentor, advise and motivate local counterparts;
- Knowledge of environmental war crimes and ecocide gained as a prosecutor, lawyer, judge, academic or within another relevant professional field;
- Knowledge of international humanitarian law and international criminal law.

**6. Desirable Qualifications and Experience:**

- Experience of prosecuting, adjudicating or as defence counsel in international crimes at the national and/or the international level (within specialised courts/tribunals and/or from executive international missions);
- International experience particularly in crisis areas with multinational and international organisations.

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

- Ukrainian and/or Russian language skills.

<b>Position name:</b> Senior Adviser on Adjudication of International Crimes	<b>Employment regime:</b> Seconded	
<b>Ref. number:</b> UAO 146	<b>Location:</b> Kyiv, Countrywide	<b>Availability:</b> 11 Sep 2025
<b>Component/Department/Unit:</b> Operations/International Crimes Component/International Crimes Legal Unit	<b>Security Clearance Level:</b> EU Confidential	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Senior Adviser on Adjudication of International Crimes reports to the Head of 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 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 the judiciary of Ukraine in the field of the adjudication of international crimes proceedings (war crimes, crimes against humanity, crime of genocide, crime of aggression) through activities that include giving advice, training and mentoring;
- To be the key interlocutor with the judiciary of Ukraine;
- To develop policies in line with the local institutions namely the judiciary of Ukraine.
- To enhance the capacity of Ukrainian judges to adjudicate international crimes proceedings in a manner that is effective, transparent and in accordance with fair trial and victim and witness rights standards.

### 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 in law 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 educational requirements.

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

- Ability to mentor, advise and motivate local counterparts;
- Expertise of designing and delivering training;
- Knowledge of adjudicating international crimes proceedings as an investigative and/or trial judge within national or international jurisdictions;
- Knowledge of international humanitarian law and international criminal law;
- Legal drafting skills.

**6. Desirable Qualifications and Experience:**

- Experience in project management;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Ukrainian and/or Russian language skills.

<b>Position Name:</b> Adviser on Hybrid Threats	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAO 147	<b>Location:</b> Kyiv	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Operations /National Security Component	<b>Security Clearance Level:</b> EU CONFIDENTIAL	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Adviser on Hybrid Threats 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 counterparts on the strategic and operational levels;
- 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 design and deliver training and assist in the implementation of external training activities in the field of hybrid threats/critical infrastructure protection (CIP);
- To advise the relevant Ukrainian partners on capacity and training opportunities on CIP;
- To support the development and operational capabilities of the State Service of Special Communications and Information Protection of Ukraine (SSSCIP) in the field of CIP through advising government bodies on aligning CIP strategies with international and regional standards (e.g. EU Directive on the Resilience of Critical Entities); identifying national priorities for CIP resilience and conducting risks and threat assessments for critical sectors;
- To be the key interlocutor with the SSSCIP;
- To develop and update national strategies, policies, and legal frameworks on CIP.

### 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;
- Knowledge of critical infrastructure sectors and interdependencies in the national level; EU regulatory frameworks in CIP (e.g. CER Directive) and the process of its transposition to the national legislation; CIP risk assessment methodologies, threat analysis and crisis management planning.

**6. Desirable Qualifications and Experience:**

- Understanding of critical infrastructures facilities (military/civilian airports, energy production plants, etc.);
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Russian and/or Ukrainian Language skills.

<b>Position Name:</b> Adviser on Hybrid Threats	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAO 149	<b>Location:</b> Kyiv	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Operations /National Security Component	<b>Security Clearance Level:</b> EU CONFIDENTIAL	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Adviser on Hybrid Threats 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 counterparts on the strategic and operational levels;
- 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 support the development and operational capabilities of the relevant Ukrainian counterparts in the field of countering hybrid threats, including in the area of foreign information manipulation and interference;
- To develop as required action plans or implementations plans on countering hybrid threats;
- To advise on intelligence collection and analysis from a variety of sources, taking into account a whole of government and society approach;
- To provide operational advice and assistance to the relevant Ukrainian partners in implementing reforms in accordance with the agreed policies and guidelines and in coordination with other international actors and stakeholders;
- To ensure timely reporting on activities as per planning documents;
- To facilitate support and liaison of Member States and like-minded state institutions countering hybrid threats;
- According to operational needs, to liaise with international bodies and EU institutions, bodies and agencies;
- To design and deliver training and assist in the implementation of external training activities on hybrid threats;
- To advise the relevant Ukrainian partners on the capacity and training opportunities on hybrid threats, including foreign information manipulation and interference;
- To support the relevant Ukrainian partners in identifying the appropriate equipment and infrastructure needed to strengthen resilience to hybrid threats;
- To advise, support and facilitate the relevant Ukrainian partners in implementing externally funded projects/initiatives in his/her field of expertise;
- To liaise closely with other horizontal advisers;
- To be one of the key interlocutors on the hybrid threats.

### **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 the field of national security and/or foreign information manipulation and interference, and relevant knowledge of the work of security and intelligence agencies;
- Good knowledge of hybrid threats including concrete experience on operational levels gained in a governmental agency or equivalent;
- Knowledge on influence operations in the digital era;
- Expertise of designing and delivering training.

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

- Knowledge of EU policy framework for enhancing resilience to and countering hybrid threats;
- Experience in threat analysis, risk assessments, risk management, planning and reporting;
- Experience of developing hybrid scenarios;
- Knowledge on world-known software solutions, analytical tools, software and techniques, including for detecting online recruitment and disinformation campaigns, identifying the source of these campaigns and elaborating possible ways to counteract them;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Russian and/or Ukrainian Language skills.

<b>Position Name:</b> Senior Adviser on Prosecution of International Crimes	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAT 001 UAT 018 (2 positions)	<b>Location:</b> Kyiv/Countrywide	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Operations/ International Crimes Component/ International Crimes Legal Unit	<b>Security Clearance Level:</b> EU Confidential	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Senior Adviser on Prosecution of International Crimes reports to the Head of 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 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 counterparts in the area of responsibility;
- To be embedded within the local institutions, security permitting;
- To maintain necessary contacts and build relationships with relevant local counterparts and other international organisations;
- To liaise closely with other advisers;
- To design and deliver training;
- To support the development of the local institutions including the Office of the Prosecutor General of Ukraine as well as Ukrainian law enforcement institutions in the field of the investigation and prosecution of international crimes (war crimes, crimes against humanity, crime of aggression, and genocide) through activities including capacity building, advising, training and mentoring;
- To be a key interlocutor with the Office of the Prosecutor General of Ukraine as well as the Ukrainian law enforcement institutions that conduct international crimes investigations;
- To develop standards, guidelines and policies in line with the local institutions;
- To provide support by way of mentoring to investigators and prosecutors in the proper conduct of the investigation and prosecution of international crimes cases;
- To review Ukrainian draft laws and other legislation relevant to international criminal law and procedure, and to provide advice including on improving the compatibility of national legislation with the Rome Statute and to international human rights standards.

### 3. General Tasks and Responsibilities:

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

#### **4. Essential Qualifications and Experience:**

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested police or/and military education or training or an award of an equivalent rank; AND
- A minimum of 6 years of relevant professional experience, after having fulfilled the education requirements.

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

- Ability to mentor, advise and motivate local counterparts;
- Experience of designing and delivering training;
- Sound knowledge of international humanitarian law and international criminal law;
- Experience in the investigation, prosecution, adjudication or other conduct of complex criminal cases.

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

- Experience of prosecuting international crimes at the national and/or the international level;
- Experience in project management;
- International experience, particularly in crisis areas with multinational and/or international organisations.

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

- Ukrainian and/or Russian language skills.

<b>Position name:</b> Senior Adviser on Open Source Intelligence (OSINT)	<b>Employment regime:</b> Seconded	
<b>Ref. number:</b> UAT 004 UAT 039 (2 positions)	<b>Location:</b> Kyiv/Countrywide	<b>Availability</b> ASAP
<b>Component/Department/Unit:</b> Operations/International Crime Component/International Crime Investigation Unit	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Senior Adviser on Open-Source Intelligence (OSINT) reports to the Head of International Crime Investigation 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 counterparts in the area of responsibility;
- To be embedded within the local institutions, security permitting;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other advisers;
- To design and deliver training and curricula;
- To support the development of local institutions including Ukrainian prosecutorial and law enforcement bodies in the field of the collection and analysis of OSINT within international crimes investigations through activities that include advising, mentoring, capacity building and training;
- To be a key interlocutor with Ukrainian prosecutorial and law enforcement bodies that collect and analyse OSINT within international crimes investigations;
- To develop policies in line with local institutions;
- To advise on how to collate, analyse and develop intelligence from a variety of sources, taking into account the sensitive inter-ethnic nature, human rights and data protection concerns;
- To advise on how to research open and internal sources of information and all relevant databases and records, and on how to best collect, handle and use this information within international crimes investigations.

### 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; 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 of intelligence data research including open source;
- Comprehensive knowledge of research and analytical tools, software and techniques used for OSINT research and analysis;
- Sound understanding of intelligence processes, both tactical and strategic, including intelligence management and digital evidence in court proceedings;
- Understanding of applicable legislation including but not limited to the Law on Police, Criminal Procedure Code and Criminal Code, data protection legislation.

#### **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.

<b>Position Name:</b> Senior Adviser on Criminal Analysis	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAT 025	<b>Location:</b> Kyiv, Countrywide	<b>Availability:</b> 15 September 2025
<b>Component/Department/Unit:</b> Operations/International Crimes Component/International Crimes Investigations Unit	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Senior Adviser on Criminal Analysis reports to the Head of International Crimes Investigations Unit.

### 2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in planning documents and in 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 local counterparts in the area of responsibility;
- To provide support by way of advice, mentoring and training in criminal analysis in the investigation of international crimes (i.e., war crimes, crimes against humanity, genocide, and the crime of aggression) to Ukrainian investigative and prosecutorial bodies;
- To design and implement innovative strategies and solutions that enhance the capabilities of Ukrainian investigative and prosecutorial bodies in the field of criminal analysis;
- To be embedded when required within the local institution, security permitting;
- To foster contacts and build productive working relationships with relevant Ukrainian counterparts;
- To liaise closely with other advisers and other relevant Mission staff;
- To design and deliver trainings;
- To support the development of the Ukrainian law enforcement agencies in the specialisation of criminal analysis of war crimes and other international crimes investigations;
- To be a key interlocutor with the relevant Ukrainian law enforcement agencies and the Office of the Prosecutor General (OPG);
- To develop policies and strategies that enhance the performance and sustainability of Ukrainian counterparts in the field of criminal analysis.

### 3. General Tasks and Responsibilities:

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

#### **4. Essential Qualifications and Experience:**

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested police or/and military education or training or an award of an equivalent rank; AND
- A minimum of 6 years of relevant professional experience, after having fulfilled the education requirements.

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

- Ability to mentor, advise and motivate local counterparts;
- Knowledge of conducting criminal analysis during criminal investigations;
- Knowledge of designing and delivering training;
- Knowledge and experience in analytical software and tools;
- Knowledge of criminal intelligence and the handling of complex data.

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

- Experience in the investigation of war crimes and other international crimes;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Ukrainian and/or Russian language skills.

<b>Position Name:</b> Senior Adviser on Criminal Investigation Analysis	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> UAT 026	<b>Location:</b> Kyiv/Countrywide	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Operations/Organised Crime and Criminal Justice Component/Criminal Investigation Unit	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Senior Adviser on Criminal Investigation Analysis reports to the Head of the Criminal Investigation 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 all relevant Ukrainian Law Enforcement Agencies and the Office of the Prosecutor General (OPG) in the field of criminal analysis through activities such as trainings, training of trainers, development of training curricula and strategic documents.
- To be the key interlocutor with the relevant Ukrainian Law Enforcement Agencies and the OPG;
- To develop policies and strategies that enhance the performance and sustainability of Ukrainian counterparts in the field of criminal analysis.

### 3. General Tasks and Responsibilities:

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

### 4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the

framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested police or/and military education or training or an award of an equivalent rank; AND

- A minimum of 6 years of relevant professional experience, after having fulfilled the education requirements.

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

- Ability to mentor, advise and motivate local counterparts;
- Knowledge of conducting criminal analysis during criminal investigations;
- Knowledge and experience in analytical software and tools;
- Knowledge of criminal intelligence and the handling of complex data.

**6. Desirable Qualifications and Experience:**

- Experience in the investigation of war crimes and other international crimes;
- Expertise of designing and delivering training;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Ukrainian and/or Russian language skills.

<b>Position name:</b> Senior Adviser on Criminal Analysis	<b>Employment regime:</b> Seconded	
<b>Ref. number:</b> UAT 033	<b>Location:</b> Kyiv/Countrywide	<b>Availability:</b> ASAP
<b>Department/Component/Unit:</b> Operations Department/Organised Crime and Criminal Justice Component/Criminal Investigation Unit	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Senior Adviser on Criminal Analysis reports to the Head of Criminal Investigation 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 at 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 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 trainings;
- To support the development of Ukrainian counterparts in the field of forensic capabilities in relation to complex crime scene activities/management];
- To facilitate the support of the EU JHA agencies, and EU Member States' Law Enforcement Agencies (LEAs);
- To support relevant Ukrainian partners in identifying the appropriate equipment and infrastructure needed to modernise and enhance complex forensic crime scene activities/management;
- To manage and lead projects on complex forensic crime scene management, and to advise and support relevant Ukrainian partners in implementing externally funded projects/initiatives;
- To assist in the implementation of training activities on the best practices in forensic standards on major incident or crime sites.

### 3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within witness protection;
- 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 educational requirements.

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

- Ability to engage with senior officials/ governmental level decision makers;
- Knowledge of forensics matters, in particular with regard to criminal investigations;
- Knowledge of forensic techniques and analysis at a complex crime scenes;
- Ability to reconstruct complex crime scenes;
- Expertise from dealing with scenes of major incidents and crimes.

**6. Desirable Qualifications and Experience:**

- Experience in CBRNE (chemical, biological, radiological, nuclear and explosive) related crime scenes, in trace analyses and recovery (e.g. DNA, blood);
- Experience in crime scene management;
- Experience in identification of bodies or parts of bodies;
- Experience in capturing, visualising and reconstructing crime scene;
- Experience in crime scene work in high-risk areas (IED, EOD, and UXO's).

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

- Ukrainian and/or Russian language skills.

<b>Position name:</b> Senior Adviser on Forensics	<b>Employment regime:</b> Seconded	
<b>Ref. number:</b> UAT 034	<b>Location:</b> Kyiv/Countrywide	<b>Availability:</b> 10 Aug 2025
<b>Component/Department/Unit:</b> Operations/International Crimes Component/International Crimes Investigation Unit	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Senior Adviser on Forensics reports to the Head of International Crimes Investigation 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 institutions, security permitting;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other advisers;
- To design and deliver training;
- To support the development of the local institutions including Ukrainian investigative and prosecutorial bodies working in the field of criminal analysis in the investigation of international crimes (war crimes, genocide, crimes against humanity, crime of aggression) through activities that include advising, mentoring and training;
- To be the key interlocutor with the Ukrainian investigative and prosecutorial bodies conducting criminal analysis within international crimes investigations;
- To develop policies in line with the local institutions that enhance the performance and sustainability of Ukrainian counterparts in the conduct of criminal analysis within complex criminal investigations;
- To design and implement innovative strategies and solutions that enhance the capabilities of Ukrainian investigative and prosecutorial bodies in the field of criminal analysis.

### 3. General Tasks and Responsibilities:

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

#### **4. Essential Qualifications and Experience:**

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested police or/and military education or training or an award of an equivalent rank; AND
- A minimum of 6 years of relevant professional experience, after having fulfilled the education requirements.

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

- Ability to mentor, advise and motivate local counterparts;
- Experience of designing and delivering training;
- Knowledge of conducting criminal analysis within criminal investigations;
- Knowledge of research and analytical techniques;
- Knowledge and experience using analytical tools and software during criminal investigations;
- Knowledge of criminal intelligence and the handling of complex data.

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

- Experience in the investigation of international crimes;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Ukrainian and Russian language skills.

<b>Position name:</b> Senior Adviser on Complex Crime Scene Analysis	<b>Employment regime:</b> Seconded	
<b>Ref. number:</b> UAT 035	<b>Location:</b> Kyiv, Countrywide	<b>Availability:</b> 16 December 2025
<b>Department/Component/Unit:</b> Operations Department/Organised Crime and Criminal Justice Component/Criminal Investigation Unit	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Senior Adviser on Complex Crime Scenes reports to the Head of Criminal Investigation 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 at 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 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 trainings;
- To support the development of Ukrainian counterparts in the field of forensic capabilities in relation to complex crime scene activities/management];
- To facilitate the support of European Union agencies, e.g., EUROPOL, and EU Member States' Law Enforcement Agencies (LEAs);
- To support relevant Ukrainian partners in identifying the appropriate equipment and infrastructure needed to modernise and enhance complex forensic crime scene activities/management;
- To manage and lead projects on complex forensic crime scene management, and to advise and support relevant Ukrainian partners in implementing externally funded projects/initiatives;
- To assist in the implementation of training activities on the best practices in forensic standards on major incident or crime sites.

### 3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within witness protection;
- 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, having fulfilled the educational requirements.

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

- Knowledge of forensics matters, in particular with regard to criminal investigations;
- Knowledge of forensic techniques and analysis at a complex crime scenes;
- Ability to reconstruct complex crime scenes;
- Expertise from dealing with scenes of major incidents and crimes;
- Ability to engage with senior officials/ governmental level decision makers.

**6. Desirable Qualifications and Experience:**

- Experience in CBRNE (chemical, biological, radiological, nuclear and explosive) related crime scenes, in trace analyses and recovery (e.g. DNA, blood);
- Experience in crime scene management;
- Experience in identification of bodies or parts of bodies;
- Experience in capturing, visualising and reconstructing crime scene;
- Experience in crime scene work in high risk areas (IED, EOD, and UXO's).

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

- Ukrainian or Russian language skills.

<b>Position Name:</b> Adviser/Trainer on Criminal Investigations	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> LVO 004	<b>Location:</b> Lviv	<b>Availability:</b> 04 September 2025
<b>Component/Department/Unit:</b> Operations/Field Office Lviv/Criminal Investigation and Organised Crime Team	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Adviser/Trainer on Criminal Investigations reports to the Head of Field Office Lviv.

### 2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in planning documents and in 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 design and deliver training;
- To support the development of the local law enforcement agencies in the field of criminal investigations, including cross-border organised crime related cases through mentoring and advising;
- To be the key local interlocutor with the Heads of regional law enforcement agencies and other key partners on criminal investigations;
- To develop policies with local institutions;
- To advise local Ukrainian counterparts regarding all training-related issues in criminal investigations, such as need assessments for trainings, development of curricula, Training-of-Trainers concepts, etc.;
- To manage and lead projects on criminal investigations.

### 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 and motivate local counterparts;
- Knowledge in the criminal investigations field;
- Extensive knowledge and experience on cross-border/organised crime investigations;
- Knowledge of designing and implementing training materials, including the development of manuals, tools, and conducting interactive capacity-building activities;
- Knowledge of Management/Leadership training design, methods and delivery.

**6. Desirable Qualifications and Experience:**

- Professional training qualification/certification from a recognised institute/academy;
- International experience, particularly in crisis areas with multinational and/or international organisations.

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

- Ukrainian and/or Russian language skills.

<b>Position Name:</b> Adviser/Trainer on Rule of Law	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> LVO 006	<b>Location:</b> Lviv	<b>Availability:</b> 1 Aug 2025
<b>Department/Component/Unit:</b> Operations Department /Field Office	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line

The Adviser/Trainer on Rule of Law 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 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 in the criminal justice chain, focusing on pre-trial investigations, prosecution, courts and case management;
- To provide analysis and recommendations to the local counterparts in the area of Rule of Law;
- 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 design and deliver training with host state authorities strategies/policies/plans/curricula/ training institutions;
- To support the development of the local institutions in the field of Rule of Law through activities on capacity and training opportunities in the criminal justice field, including on Rule of Law (RoL)-related matters and on police-prosecution cooperation when conducting investigations;
- To be the key interlocutor with the Local Institutions related to ROL;
- To identify required reforms and appropriate support to be provided by the Mission, including through advice/mentoring and/or direct training in the ROL sector;
- To prepare, chair and/or take part in briefings related to trainings with other Mission's units/ components and to ensure coordination on all Rule of Law matters with the relevant components in Kyiv and other Field Offices.

### 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;
- 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;
- Practical understanding of legal reform processes, including the development of legal policies and legislation;
- Experience in international efforts to support host state reforms in the area of criminal justice/RoL.

**6. Desirable Qualifications and Experience:**

- Experience as a judge, prosecutor or lawyer or from working in a ministry;
- Experience of handling relationships/coordination between criminal justice institutions;
- Project management experience;
- Professional Training Qualification/Certification;
- Knowledge of the training of trainers concept;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Ukrainian and/or Russian language skills.

<b>Position Name:</b> Adviser/Trainer on Good Governance	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> LVO 007	<b>Location:</b> Lviv	<b>Availability:</b> 01 Nov 2025
<b>Department/Component/Unit:</b> Operations Department /Field Office	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Adviser/Trainer on Good Governance 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, by advising and mentoring local counterparts at the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions, and to propose relevant solutions;
- To provide analysis and recommendations to local counterparts 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 design and deliver trainings;
- To support the development of Law Enforcement Agencies (LEAs) in the field of good governance, through activities aimed at sustaining a constructive dialogue with Civil Society Organisations (CSOs);
- To be the key interlocutor with relevant CSOs, LEAs, and regional and local administration;
- Together with relevant experts in the Mission's Field Offices support the establishment of a systematic and sustainable dialogue amongst CSOs, LEAs, and regional and local administration;
- To identify (map) CSOs engaged in civilian security and safety matters;
- To support the Field Office's contributions to the Mission's internal and external reporting;
- To ensure close coordination and cooperation with other Teams/Units/Components, especially the HQ's Good Governance Unit;
- To identify, analyse, and disseminate information on all regional/local good governance activities within her/his area of responsibility.

### 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 mainstreaming 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; 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;
- Experience of designing and delivering training;
- Knowledge of good governance;
- Experience in civil society outreach.

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

- Experience in international work/missions/projects to support host state reforms in the area of Security Sector Reform/Rule of Law;
- Relevant training qualification from a recognised institute;
- Project management experience in the Civilian Security Sector;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Knowledge and understanding of the institutional, legal, and policy frameworks integrating the value of gender mainstreaming;
- Ukrainian and/or Russian language skills.

<b>Position name:</b> Senior Border/ IBM Adviser	<b>Employment regime:</b> Seconded	
<b>Ref. number:</b> LVO 012	<b>Location:</b> Lviv	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Operations /Field Office Lviv	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Senior Border/IBM 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 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 Customs, State Border Guard Service, Economic Security Bureau and other related law enforcement agencies in the field of Integrated Border Management (IBM) through activities advise, mentor, capacity building activities as appropriate;
- To be the key interlocutor with the Regional Customs Houses in Western Ukraine;
- To develop policies in line with the local institutions' Integrated Border Management Strategy and the IBM Strategy Implementation Action Plan;
- To support the key interlocutors with the Western Regional Border Guard Directorate/Regional Customs Houses in Western Ukraine.

### 3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices on aspects related to border management;
- To contribute and ensure timely reporting on border management related activities;
- 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;
- Experience of designing and delivering training;
- Knowledge of European Integrated Border Management, EU Customs Code, EU Schengen Regulation and Standards (Border and Customs).

**6. Desirable Qualifications and Experience:**

- Knowledge of EU integration and approximation processes;
- Expertise in prevention and fighting of cross-border and organised crime;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Ukrainian and/or Russian language skills.

<b>Position Name:</b> Adviser on Good Governance / Human Resources Management	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> ODO 005	<b>Location:</b> Odesa	<b>Availability:</b> ASAP
<b>Department/Component/Unit:</b> Operations Department /Field Office Odesa/Head of LAT Unit	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Adviser on Good Governance/Human Resources Management reports to the Head of the LAT Unit, Field Office Odesa.

### 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 the 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 to 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 other relevant local counterparts;
- To advise on transparent Human Resources Management (HRM) in line with the Overarching Strategy (OAS), including but not limited to the selection and career development of Law Enforcement Agencies (LEA) based on their professional competencies/merits and best European practices;
- To advise on educational reforms for the LEA's;
- To design and deliver training on Good Governance and HRM including but not limited to leadership development in coordination with other horizontal advisors;
- To support the development of the local institutions with the aim of establishing local ownership and sustainable train-the-trainer structures through activities conducted by EUAM and other associated partners;
- To be the key interlocutor with regional partners, and build sustainable partnerships.

### 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 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 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;
- Knowledge of human resources management and good governance;
- Expertise in designing and delivering training;
- Knowledge of project management.

**6. Desirable Qualifications and Experience:**

- Experience to support host state reforms on the Security Sector and/or the Rule of Law.

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

- Ukrainian and/or Russian language skills.

<b>Position Name:</b> Adviser/Trainer on Criminal Investigations	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> ODO 007	<b>Location:</b> Odesa	<b>Availability:</b>
<b>Component/Department/Unit:</b> Operations/Field Office Odesa/LAT Unit	<b>Security Clearance Level:</b> EU CONFIDENTIAL	<b>Open to Contributing Third States:</b> Yes

**1. Reporting Line:**

The Adviser/Trainer on Criminal Investigations reports to the Head of LAT 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 at the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions, and to propose relevant solutions;
- To provide analysis and recommendations to local counterparts 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 design and deliver trainings;
- To support the development of the local Ukrainian Law Enforcement Agencies (LEAs) in the field of criminal investigations, through mentoring and advice;
- To be the key interlocutor with the Heads of regional LEAs on criminal investigations;
- To support relevant Ukrainian partners in identifying appropriate equipment and infrastructure needed to modernise and render criminal investigations more effective;
- To manage and lead projects on criminal investigations.

**3. General Tasks and Responsibilities:**

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

**4. Essential Qualifications and Experience:**

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested police or/and military education or training or an award of an equivalent rank; AND
- A minimum of 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;
- Experience of designing and delivering training;
- Knowledge of criminal investigations.

**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.

## SECONDED/CONTRACTED

<b>Position Name:</b> Communication and Information Systems (CIS) Officer (Communications)	<b>Employment Regime:</b> Seconded/Contracted	<b>Post Category:</b> Mission Support – Management Level
<b>Ref. Number:</b> UAS 031	<b>Location:</b> Kyiv	<b>Availability:</b> 08 Nov 2025
<b>Component/Department/Unit:</b> Mission Support/CIS Division	<b>Security Clearance Level:</b> EU Secret	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Communication and Information Systems (CIS) Officer reports to Head of CIS.

### 2. Main Tasks and Responsibilities:

- Assist and advise the Head of CIS on telecommunication and information system matters related to the Mission;
- Assist in the design and implementation, management and maintenance of CIS and telecommunications projects;
- To assist the Head of CIS in establishing Standard Operating Procedures (SOPs) related to all Mission telecommunication services;
- To identify requirements in the CIS/Communications area, prepare requests for replenishment, renewal and procurement proposals, responsible for the drafting of technical specifications for telecommunications-related supplies, works, or services;
- Ensure to maintain an adequate stock of telecommunications equipment and spares, and organise repair and replacement of equipment as necessary to maintain operational readiness;
- Installation of all telecommunications equipment and commissioning of services in the Mission including but not limited to: Fixed and mobile/portable UHF systems, UHF repeaters, VSAT, BGAN, Low Orbit Satellite and mobile/portable satellite phone systems;
- Provide first and second level support and fault finding on telecommunications installations;
- Provide support for Mission Unified Communications systems including IP telephony and videoconferencing; and GSM and mobile data equipment and services;
- Write technical service or maintenance reports, operating instructions, guidelines, and procedures for the proper use of the Mission's telecommunications equipment and services.

### 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

(the qualification should be in any of the fields of Information Technology, Computer Science, Telecommunications, IT Engineering or other related fields) OR equivalent and attested police and/or military education or training or an award of an equivalent rank; AND

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

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

- Knowledge of (digital) VHF/UHF radio systems, satellite communications, and related antennae systems;
- Practical knowledge in VSAT and Low Orbit Satellite technologies, installation, commissioning and support.

**6. Desirable Qualifications and Experience:**

- Knowledge of Microsoft Windows-based computer systems, and wired and wireless Local Area Networks (LANs); Metropolitan Area Networks (MANs) and Wide Area Networks (WANs);
- Relevant industry certifications and training in technologies in the abovementioned specification of experience.

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

- Knowledge of cloud technologies (e.g. Microsoft 365, Azure Active Directory, Microsoft Intune, Office 365, Teams) and understanding of Windows Active Directory domain services;
- Effective project management skills, preferably certified in an industry standard (e.g. PMP, PRINCE2);
- International experience, particularly in crisis areas, with multinational and international organisations.