

<b>Position:</b> Police Liaison Officer to the Ministry of Internal Affairs and the State Security Service of Georgia	<b>Employment Regime:</b> Seconded	
<b>Ref. number:</b> GEO OL 03c	<b>Location:</b> Tbilisi	<b>Availability:</b> 21 Jun 2023
<b>Component/Department/Unit:</b> Operations Department/Tbilisi Component/Liaison Section	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Police Liaison Officer to the Ministry of Internal Affairs and the State Security Service of Georgia reports to the Head of Operations.

### 2. Main Tasks and Responsibilities:

- To establish and maintain working relations, to identify EUMM principal contacts and to meet regularly with relevant counterparts from the Ministry of Internal Affairs (MIA) and the State Security Service (SSSG) of Georgia;
- To act as first point of contact and to facilitate the flow of information between the Mission and with the Georgian MIA and SSSG;
- To advise EUMM staff in Field Offices (FOs) on law enforcement matters and to conduct trainings as required;
- To monitor and analyse relevant activities of all police and law enforcement units in the region related to the Mission's mandate;
- To collect, assess and to analyse the information and to prepare proposals for discussion with the Head of Mission (HoM), and/or Senior Management;
- To establish working relationships with other international law enforcement and security sector actors in the GEO theatre, particularly with EU agencies and Tbilisi-based embassies;
- To provide strategic, substantive and technical advice to the HoM and/or Senior Management on all policing, law enforcement and security sector matters related to the implementation of the Mission's Mandate;
- To draft reports, briefings, analysis, planning documentation and operational instructions;
- To manage Previously Announced Visits by the Mission to the Georgian MIA and SSSG facilities in accordance with the Technical Arrangements between the organisations and the Mission, and to address possible infringement;
- To coordinate the compliance of monitoring activities of the Mission in co-operation with the EUMM Field Offices, as well as other thematic monitoring areas related to law enforcement and the security sector;
- To coordinate police liaison activities of the EUMM Field Offices with the regional MIA and SSSG authorities.
- To advise EUMM staff in Field Offices (FOs) on police matters and to conduct trainings as required.

### 3. General Tasks and Responsibilities:

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

### 4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree OR equivalent and attested police or law enforcement education or training or an award of an equivalent rank. The qualification should be in any of the fields of Police or Law Enforcement matters; AND
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

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

- Proactive approach, and the ability to interact within an international environment;
- Ability to establish good and diplomatic relations with government officials;
- Ability to provide succinct and accurate analysis;
- Excellent oral and influencing skills, with the ability to give clear advice/instructions on issues;
- Ability to acquire and analyse useful information from a variety of sources and good writing skills for drafting accurate reports;
- Research and analytical skills, and knowledge of information collection and analytical methods;
- Ability to handle sensitive matters and follow trends in the administration of diverse programs.

**6. Desirable Qualifications and Experience:**

- International experience, particularly in crisis areas with multi-national and international organisations;
- Professional experience in mid-ranking posts in Police or Law Enforcement, or equivalent experience in liaising with police, military or governmental structures;
- Previous field experience in international Organisations (EU, OSCE, UN etc.) or in a national Embassy, preferably at liaison functions or at attaché positions.

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

- Working knowledge of Russian and Georgian language.