

# United Nations

## *Job Description for Positions requiring official secondment from national governments of Member States of the United Nations Organization*

<b>Post title and level</b>	<b>Capacity Building and Development Coordinator, P-4</b>
<b>Organizational Unit</b>	<b>United Nations Interim Security Force for Abyei (UNISFA)</b>
<b>Duty Station</b>	<b>Abyei</b>
<b>Reporting to</b>	<b>Police Commissioner</b>
<b>Duration</b>	<b>12 Month (extendible)</b>
<b>Deadline for applications</b>	<b>06 March 2022</b>
<b>Job Opening number</b>	<b>2022-UNISFA- 4493-DPO</b>

**United Nations Core Values: Integrity, Professionalism and Respect for Diversity**

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### **RESPONSIBILITIES:**

Under the authority of the direct supervision of the Police Commissioner within the organizational structure of the UNISFA Police Component and within the limits of delegated authority, the Capacity Building and Development Coordinator will be responsible for, but not limited to, the performances of the following duties:

- Advise on the preparation of plans and programs related to institutional development and organizational planning for the effective and efficient administration and operation of the Abyei Police Service (APS)
- Provide advisory support to the Abyei Police Service (APS) in translating strategic policies into concrete action for the smooth implementation of capacity-building projects through advising, coaching, mentoring, co-location and training;
- Provide advisory support to the APS in the formulation and implementation of internal procedures and mechanisms to enable effective, accountable and professional crime management and crime prevention practices;
- Assist the local law enforcement in crime trend analysis and the development of relevant anti-crime strategies;
- Provide capacity building to the APS on countering all types of crime including but not limited to illicit trafficking in narcotics, small arms and light weapons, sexual and gender-based violence, transnational and organized crimes etc.;
- Provide capacity building and technical assistance to the APS on conflict prevention and conflict resolution;
- Plan, develop and implement donor aid projects so that mission mandated goals, priorities and vision are effectively supported by donor contributions. Coordinate donor's support and investments into APS capacity building programs;
- Participate in the training need analysis aimed at the identification of local police and other law enforcement's capacity gaps and deficiencies;
- Assist the local police in developing training strategies and delivering training to the trainees in various areas of policing when necessary.
- In close coordination with local police training staff, assist in developing curriculums, lesson plans, and prepare appropriate learning materials, books, manuals and all other instructional materials as necessary; deliver training when required.

- Plan, co-ordinate, develop and conduct appropriate induction training for incoming UN Police personnel; facilitate and supervise other internal training activities organized within the UN Mission and aimed at UN personnel's capacity building.
  - Carry out liaison duties between the UN Police component and other mission stakeholders, as well as UN Country Team, local authorities, NGOs and external counterparts within the framework of capacity building and development of the local police.
  - Advise the local police on the whole range of police infrastructure administration, acting as a mentor of their administrative activities and providing advisory support in the relevant area of expertise through observation and guidance, assisting in improving their skills and knowledge to adopt the best practices.
  - Provide expert assistance to the local police in the development of long-term and short-term strategies in the areas of procurement, logistics, asset management, fleet management, tenders and contracts, budgeting, strategic financial planning, optimization of payroll system and carrying out financial auditing among others.
  - Supervise the UNPOL Project Management Team to manage projects related to APS reform, restructuring and capacity building throughout the mission area.
  - Produces in-depth reports and assessments of progress in the implementation of mandated tasks; through conducting periodic evaluation and assessment of all reform, restructuring and institutional development activities and providing guidance and support to other police initiatives;
  - Proposes and drafts advice on the revision of existing rules and regulations, as well as development of new policies, guidelines and procedures required for responsive and accountable policing;
  - Prepares project proposals for international funding and support for the sustainable establishment of Abyei Police Service capacity building and development;
  - In coordination with other Mission stakeholders and a constituted joint integrated planning exercise team comprising members from governments of Sudan and South Sudan, make a preparatory planning for the establishment of the Abyei Police Service (APS);
  - Establish and maintain efficient working liaison with the leadership of the APS when the latter is established, to provide advisory support on reform and restructuring issues.
  - In the absence of Abyei Police Service, support the Community Protection Committees by strengthening their operational capacity through capacity building programs as well as provision of logistics as per the Security Council Resolution 2205 (2015) and subsequent resolutions;
  - Assist the Chief of APS in the area of strategic planning and development of implementation mechanism based upon benchmarking system;
  - Perform other duties as may be required by the UNPOL leadership within the framework of mandate implementation.
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### **COMPETENCIES:**

**Professionalism:** Shows pride in work and achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Possesses practical proven experience and outstanding expert knowledge in the technical field of work in general and in the specific areas required for the particular post, demonstrates good judgment in the context of assignments given; able to plan own work and manage work/task priorities. Ability to apply technical expertise to resolve police related issues and challenges. Strong organizational skills. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

**Planning and Organizing:** Possesses good skills in project management and policy development. Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

**Teamwork:** Works collaboratively with colleagues to achieve organizational goals; solicits inputs by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings. Displays ability to establish and maintain effective partnerships and working relations in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.

**QUALIFICATIONS:**

**Education:** Advanced university degree (Masters or equivalent) in law, police management, law enforcement, security studies, criminal justice, business or international relations/public administration, change management, or related area. A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree. Specialized training in the area of reforming, planning, community policing and training is highly desirable. Graduation from a certified Police Academy or other national or international Law Enforcement Training Institution is required.

**Work Experience:** A minimum of 7 years (9 years in absence of advanced degree) of relevant progressive responsible experience in law enforcement in a national or international law enforcement agency at the strategic, operational, and managerial level, strategic planning and policy development are required. Extensive practical experience in community policing in addition to one or few areas such as police administration, police or security sector reform, organizational and resource management, change management (particularly in law enforcement), is highly desirable. Previous UN or other international experience is an advantage.

**Languages:** For the post advertised, fluency in oral and written English is required. Knowledge of a second official UN language, preferably Arabic, is an advantage.

**Rank:** Superintendent of Police, Lieutenant Colonel, other equivalent or higher rank.

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Preference will be given to equally qualified women candidates.

Date of Issuance: 07 January 2022

**In accordance with the new Policy on Human Rights Screening of UN Personnel, all individuals who seek to serve with the United Nations are requested to make “self-attestation” that s/he has not committed any serious criminal offences and has not been involved in violations of international human rights or international humanitarian law. The exact wording of the self-attestation is outlined in para. 5.2 of the above-mentioned Policy. The final decision on the selection of an individual to serve with the United Nations will also be subject to human rights screening.**