



## Annex 1 – Requirements and Job Descriptions

<b>European Union Capacity Building Mission in Mali</b> <b>EUCAP Sahel Mali</b> <b>1-2025 Call for Contributions for Visiting Experts</b> <b>Requirements and Job Descriptions</b>
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<b>Organisation:</b>	<b>European Union Capacity Building Mission in Mali</b>			
<b>Job Location:</b>	<b>MALI - Bamako</b>			
<b>Availability:</b>	<b>As indicated below</b>			
<b>Employment Regime:</b>	<b>Seconded</b>			
<b>Job Titles/ Vacancy notice</b>	<b>Ref.</b>	<b>Name of the post</b>	<b>Location</b>	<b>Availability</b>
	<b><u>Seconded</u></b> (12 positions)			
	ESM VE 01-02	Integrated Border Management Adviser	Bamako	ASAP, for three (3) months, with the possibility of extension
	ESM VE 03-04	Integrated Border Management Trainer	Bamako	ASAP, for three (3) months, with the possibility of extension
	ESM VE 05-06	Criminal Investigation Adviser/Expert specialised in terrorism	Bamako	ASAP, for three (3) months, with the possibility of extension
	ESM VE 07-08	Criminal Investigation Adviser/Expert specialised in narcotics	Bamako	ASAP, for three (3) months, with the possibility of extension
	ESM VE 09-10	Risk and Crisis Management Trainer - specialised in terrorism and catastrophes	Bamako	ASAP, for three (3) months, with the possibility of extension
	ESM VE 11-12	Leadership Trainer	Bamako	ASAP, for three (3) months, with the possibility of extension
<b>Deadline for applications:</b>	<b>08 August 2025 at 17:00 Brussels time</b>			
<b>How to Apply:</b>	<p><b>Seconded candidates by EU Member States:</b></p> <p>a) You are already registered on Goalkeeper AND you have an EU Login:  <a href="https://goalkeeper.eeas.europa.eu/registrar/web">https://goalkeeper.eeas.europa.eu/registrar/web</a></p> <p>b) You do not have a Goalkeeper account or an EU Login:  <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><i>Please note: Seconded positions are only available for candidates already validated in the database of their Seconding Authority. Please contact your national Seconding Authority for more information on applying for vacant Seconded positions. We cannot</i></p>			

	<i>provide contact details of national Seconding Authorities.</i>
<b>Information:</b>	<p>For more information relating to selection and recruitment, please contact the Civilian Operations Headquarters (CivOpsHQ)</p> <p><b>Mr. Giuseppe MARONGIU</b></p> <p><a href="mailto:CIVOPSHQ-HR-EUCAP-SAHEL-MALI@eeas.europa.eu">CIVOPSHQ-HR-EUCAP-SAHEL-MALI@eeas.europa.eu</a></p> <p><b>+32 (0)2 584 29 63</b></p>

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

EUCAP Sahel Mali bears a High-Risk Non-Family Mission status due to the present risk rating of the mission area as high, according to the SIAC risk rating table. As such, international seconded 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.

**Seconded Personnel** – For seconded positions, only personnel nominations received through official channels from EU Member States will be considered. The Mission shall cover the Visiting Experts (VE) travel costs to and from the place of deployment and for any duty travel while on deployment.

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

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

**Tour of Duty** – The duration of the deployment is indicated in the respective job description, according to the planned schedule. The work engagement can be carried out flexibly in line with schedule/duration of the project.

The Civilian Operations Commander requests that EU Member States propose candidates for the following Visiting Expert positions for EUCAP Sahel-Mali according to the requirements and profiles described below:

## **I. GENERAL CONDITIONS**

**Citizenship** – The candidates must have a Citizenship of an EU Member State.

**Integrity** – The candidates must maintain the highest standards of personal integrity, impartiality, and self-discipline within the Mission. The candidates are not allowed to provide or discuss any information or document as 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** – The 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** – The candidates must be able to undertake any other tasks related with the

competencies, responsibilities, and functions of the respective position within the Mission, as requested by the Head of Mission.

**Entry visa** – The candidates must verify that they will be able to secure an entry visa to the country of assignment, without which their recruitment will not be possible. The Mission reserves the right to reject any applications where the applicant would clearly not comply with the published and known visa requirement/policy of the host country.

*Serious deficiencies in any of these general conditions may result in failure of the selection process or 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 Mission for all Job Descriptions:

#### **1. Physical and Mental Health**

The 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 deployment to prove that they comply with the requirement.

To ensure duty of care in the CSDP Mission, selected seconded candidates shall be able to serve the full period of secondment before reaching the normal age of retirement in the EU Member State of residence.

#### **2. Education and Training**

The candidates should have a recognised academic qualification under the European Qualifications Framework **(EQF)**<sup>1</sup> or equivalent, at a level specified in the individual job descriptions.

#### **3. Knowledge**

The 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).

#### **4. Skills and Abilities**

- **Language Skills**<sup>2</sup> - 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

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<sup>1</sup> <https://ec.europa.eu/ploteus/content/descriptors-page>

<sup>2</sup> [Common European Framework of References for Languages](#)

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** – The candidates must have excellent interpersonal and communication skills, both written and oral.
- **Organisational Skills** - The 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** – The 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 essential requirements may result in failure of the selection process or repatriation/termination of the secondment.*

## **II.B - Desirable Requirements**

1. **Knowledge of the Mission area** – The 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.
2. **Training and Experience** – The candidates should have attended a Civilian Crisis Management Course or equivalent.
3. **Language** – Some proficiency in local language(s), depending on the job tasks and responsibilities.
4. **Driving Licence** – Category C driving licence.

## **III. ESSENTIAL DOCUMENTS AND EQUIPMENT FOR SELECTED CANDIDATES**

1. **Passport** – The selected candidates must have a passport from their respective national authorities. If possible, a Service Passport or Diplomatic Passport should be issued.
2. **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, if applicable. It is also essential to obtain any transit visas, which may be required for passage through countries in route to the Mission.
3. **Education diploma(s)/certificate(s) or/and professional certificate(s)** – The 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 duties.
4. **Required Personnel Security Clearance (PSC) or Certificate of Good** – 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 **6 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.

5. **Certificate/Booklet of Vaccination** – The 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.
6. **Medical Certificate** – The selected candidates should undergo an extensive medical examination and be certified medically fit for Mission duty. A dental examination should be certified where it is stated that no eminent dental issues are foreseen. 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 Head of Mission reserves the right to reject the recruitment of any selected candidate that proves to be medically unfit to work in the civilian CSDP Mission.

7. **Personal Protection Equipment** – It is recommended that national authorities provide seconded selected candidates with protection equipment (Annex 2 - List of Recommended Security Equipment sent to the Contributing States).

*Deficiencies in any of the documents asked for a specific position may result in failure of the*

*selection process.*

#### **IV. ADDITIONAL INFORMATION**

**Equal opportunities** – The EUCAP Sahel Mali is committed to an equal opportunities policy for all its employees and applicants for employment. As an employer, the EUCAP Sahel Mali is committed to 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. We aim at a service, which is truly representative of society, where each staff member feels respected, is able to give their best and can develop their full potential.

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

**Application Form** – For candidates holding an EU citizenship, 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.

**Selection Process** – The candidates considered to be most suitable will be shortlisted and, if needed, interviewed in Brussels, at the Headquarters of the Mission or by video/phone 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.

The selection of candidates who are working for other civilian CSDP Missions at the time of their application will be subject to an impact assessment taking into account the operational needs of the CSDP Missions concerned.

**Information on the Outcome** – Contributing States will be informed about the outcome of the selection process after its completion.

**Accommodation** – Mission Members will be accommodated in Mission provided accommodation and will contribute towards the overall cost of the accommodation.

**Training** – The selected candidates should complete Missionwise, e-SAFE modules and Code of Conduct, which are designed for the delegations or an equivalent course. The modules can be accessed in the following link: <https://webgate.ec.europa.eu/eeas/security-e-learning>.

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

**Data Protection** – The EEAS, and its Directorate Civilian Operations Headquarters (CivOpsHQ), processes personal data pursuant to Regulation (EC) 2018/1725 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data. The Privacy statement is available on the [EEAS website](#).

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## **SECONDED POSITIONS (12)**

<b>Position Name:</b> Integrated Border Management Adviser	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> ESM VE 01-02	<b>Location:</b> Bamako - Mali	<b>Availability:</b> As soon as possible
<b>Component/Department/Unit:</b> Operations Department / Security Sector Reform Component	<b>Security Clearance Level:</b> EU RESTRICTED (Criminal Record required)	<b>Open to Contributing Third States:</b> Yes

### **1. Reporting Line:**

The Integrated Border Management Adviser reports to the Head of Security Sector Reform Component.

### **2. Main Tasks and Responsibilities:**

- To support the Mission's efforts in identifying areas of structural weaknesses of respective counterparts/institutions and finding solutions to address them;
- To provide analysis and recommendations to the Malian counterparts/institutions in the area of responsibility;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To maintain necessary contacts and build relationships with relevant Malian counterparts/institutions;
- To liaise closely with other Advisers and Trainers as appropriate;
- To establish and maintain a network with national, regional and international counterparts/institutions involved in border management and migration issues;
- To identify and assess the needs of Malian security actors in relation to their tasks in the area of border management;
- To identify and assess the needs of Malian security forces in terms of tasks related to organized transnational criminality, especially crimes related to migrants smuggling and trafficking in human beings;
- To collect and collate statistics about the workload/performance of Malian counterparts/institutions;
- To ensure compliance with instruction/direction from Mission management;
- To assist the Head of Security Sector Reform in monitoring projects in his/her field of action;
- To advise and mentor Malian counterpart(s) in a structured manner, promoting local ownership.

### **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 accompany and motivate Malian counterparts;
- Knowledge of border management in law enforcement;
- French language skills: minimum level B1/B2 (Independent User);
- English language skills: minimum level B1/B2 (Independent User).

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

- Experience as Senior Law Enforcement Officer, preferably in an operational unit or structure specialized in border management and organised transnational criminality, especially in crimes related to migrants smuggling and trafficking in human beings;
- International experience, particularly in crisis areas with multi-national and international organisations;
- Previous professional experience in Africa, preferably Sahel / Western Africa region.

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

- Ability to multi-task;
- Efficient time-management;
- Attention to details.



<b>Position Name:</b> Integrated Border Management Trainer	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> ESM VE 03-04	<b>Location:</b> Bamako - Mali	<b>Availability:</b> As soon as possible
<b>Component/Department/Unit:</b> Operations Department / Security Sector Reform Component	<b>Security Clearance Level:</b> EU RESTRICTED (Criminal Record required)	<b>Open to Contributing Third States:</b> Yes

#### 1. Reporting Line:

The Integrated Border Management Trainer reports to the Head of Security Sector Reform Component.

#### 2. Main Tasks and Responsibilities:

- To support host state authorities in developing training strategies / policies / plans / curricula / training institutions;
- To identify required reforms and support to be provided by the Mission, including advice/mentoring and/or direct training;
- To provide input to the development and regular updating of the Mission Implementation Plan in the field of training;
- To conduct Mission direct training activities according to the Mission Implementation Plan (MIP), related training plan and agreed external training curricula;
- To contribute to the Mission's internal and external reporting against benchmarking, assess the consistency and sustainability of the Mission's training activities and provide recommendations for improvement;
- To identify, manage and report the risks arising from the implementation of specific processes, systems and projects;
- To support the Mission's efforts in identifying areas of structural weaknesses of respective counterparts/institutions and finding solutions to address them;
- To ensure compliance with instruction/direction from Mission management;
- To assist the Head of Security Sector Reform in monitoring training projects;
- To advise Mission Management on training matters in accordance with Civilian Operations Headquarters (CivOpsHQ) guidelines and Mission priorities.

#### 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 accompany and motivate Malian counterparts;
- Knowledge of border management in law enforcement;
- Experience in organising interactive training and/or adult learning programs including program planning, design, implementation, management, monitoring and evaluation;
- French language skills: minimum level B1/B2 (Independent User);
- English language skills: minimum level B1/B2 (Independent User).

**6. Desirable Qualifications and Experience:**

- Professional training qualification/certification from recognised institute/academy;
- Experience in the design and implementation of training materials, including the development of manuals, tools, and conducting interactive capacity building activities;
- Experience in gender and human rights mainstreaming in training content planning and project implementation;
- Experience with Management/Leadership training design, methods and delivery;
- International experience, particularly in crisis areas with multinational and international organisations;
- Previous professional experience in Africa, preferably Sahel / Western Africa region.

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

- Excellent interpersonal and teamwork skills;
- Organisational, analytical and administrative skills.

<b>Position Name:</b> Criminal Investigation Adviser/Expert on Terrorism (2 positions)	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> ESM VE 05-06	<b>Location:</b> Bamako, Mali	<b>Availability:</b> As soon as possible
<b>Component/Department/Unit:</b> Operations / Security Sector Reform Component	<b>Security Clearance Level:</b> EU RESTRICTED (Criminal Record required)	<b>Open to Contributing Third States:</b> Yes

**1. Reporting Line:**

The Criminal Investigation Adviser / Expert on Terrorism reports to the Head of Security Sector Reform Component.

**2. Main Tasks and Responsibilities:**

In line with the planning documents and the Mission Implementation Plan, the visiting expert shall have a short-term non-executive/advisory role, to support the Malian counterparts of the Mission in the criminal investigations field with a special focus on the recently set up Judiciary Unit specialized in fighting terrorism in Mali, through the following actions:

- To support counterparts to address areas of structural weaknesses in the performance and accountability of the unit and propose relevant solutions;
- To provide analysis and recommendations to the Malian counterpart in the area of responsibility;
- To assist the relevant advisers (of the Mission) to support the development of criminal investigations services and Malian Internal Security Forces ("ISF") through training and accompanying actions;
- To design and deliver training;
- To support Malian authorities in developing training, strategies/ policies/ plans/ curricula/ training institutions as directed by the Line Manager.

**Specific Tasks and Responsibility related to Terrorism:**

- To provide guidance in order to strengthen the structure of the unit, including recommendations on specific profiles and roles to be assigned to its members;
- To identify, with the relevant advisers and the Malian counterparts the gaps, needs and priorities on criminal investigations with a special focus on terrorism;
- To develop, with the relevant advisers, a training curriculum in the field of Criminal Investigation with a special focus on terrorism;
- To design and deliver specific training modules on criminal investigations with a special focus on the Unit's personnel; including Train the Trainers.

**Measurable Results and Deliverables (6 months):**

- A full analysis of the Unit within the current framework, including gaps analysis by the end of the first month;
- Capacity building plan formulated by the end of the second month, to be developed throughout the project;
- A detailed proposal for the operationalisation of specialised judicial Unit by the end of third Month;
- A workshop organized accompanying the Unit by the end of the fifth month;
- A final report including recommendations to the Malian Stakeholders by the end of

6 months.

**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 in criminal investigation related to terrorism, after having fulfilled the education requirements.

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

- Ability to mentor, advise and motivate Malian counterparts;
- Experience of designing and delivering training;
- Ability to process and analyse information and data, including reporting progress and challenges;
- French language skills: minimum level B1/B2 (Independent User).

**6. Desirable Qualifications and Experience:**

- International experience, particularly in crisis areas with multinational and international organisations;
- Experience as Senior Law Enforcement Officer;
- Professional training qualification/certification;
- Experience in designing and delivering training.

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

- Working Experience in West African Countries;
- English language skills: minimum level B1/B2 (Independent User).

<b>Position Name:</b> Criminal Investigation Adviser/Expert on Drugs (2 positions)	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> ESM VE 07-08	<b>Location:</b> Bamako, Mali	<b>Availability:</b> As soon as possible
<b>Component/Department/Unit:</b> Operations / Security Sector Reform Component	<b>Security Clearance Level:</b> EU RESTRICTED (Criminal Record required)	<b>Open to Contributing Third States:</b> Yes

## 1. Reporting Line:

The Criminal Investigation Adviser /Expert on Drugs reports to the Head of Security Sector Reform Component.

## 2. Main Tasks and Responsibilities:

In line with the planning documents and the Mission Implementation Plan, the visiting expert shall have a short-term non-executive/advisory role to support the Malian counterparts in the criminal investigations field with a special focus on fighting drugs trafficking in Mali, through the following actions:

- To support counterparts to address areas of structural weaknesses and propose relevant solutions;
- To provide analysis and recommendations to the Malian counterpart in the area of responsibility;
- To assist the Malian Internal Security Forces ("ISF") in the development of criminal investigations services related to drugs and through training and accompanying actions;
- To design and deliver training;
- To support Malian authorities in developing strategies / policies / plans / curricula / as directed by the Line Manager;
- To perform needs assessment of the Malian security forces engaged in the fight against drug trafficking;
- To mentor counterparts on the following subject matter: consolidation of inputs and preparation of reports, development of specific expertise necessary to perform accurate assessment of present and future threats related to drugs trafficking.

### Specific Tasks and Responsibility related to Terrorism:

- To deliver expertise in terms of drug trafficking analysis;
- To provide guidance in order to strengthen the structure of Central Narcotics Office /Office Central des Stupefiant (OCS);
- To identify, with the relevant Malian counterparts the gaps, needs and priorities on criminal investigations with a special focus on drugs;
- To mentor Malian counterparts in order to update the training curriculum in the field of Criminal Investigation with a special focus on drugs;
- To design and deliver specific training modules on criminal investigations with a special focus on drug investigations.

### Measurable Results and Deliverables (Six months):

- A full analysis of the gaps identified by the end of the first month;
- An update of the counterparts' capacity building plan by the end of the second month, and throughout the project;
- A detailed proposal for an improved operationalisation of OCS by the end of third Month;

- A workshop on the results of the institutional operationalisation by the end of the fifth month;
- A final report including recommendations to the Malian Stakeholders by the end of sixth month.

### **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/military education or training or an award of an equivalent rank; **AND**
- A minimum of 5 years of criminal investigation experience related to drugs, after having fulfilled the education requirements.

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

- Experience in anti-narcotics investigation;
- Ability to mentor, advise and motivate Malian counterparts;
- Experience in designing and delivering training;
- Ability to process and analyse information and data, including reporting progress and challenges;
- French language skills: minimum level B1/B2 (Independent User).

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

- International experience, particularly in crisis areas with multinational and international organisations;
- Experience as Senior Law Enforcement Officer;
- Professional training qualification/certification.

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

- Working Experience in West African Countries;
- English language skills: minimum level B1/B2 (Independent User).

<b>Position name:</b> Risk and Crisis Management Trainer (2 positions)	<b>Employment Regime:</b> Seconded	
<b>Ref. number:</b> ESM VE 09-10	<b>Location:</b> Bamako - Mali	<b>Availability:</b> As soon as possible
<b>Department/Component/Unit:</b> Operations - Capacity Building Component	<b>Security Clearance Level:</b> EU RESTRICTED (Criminal Record required)	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Risk and Crisis Management Trainer reports to the Deputy Head of Capacity Building Component/Trainers Team Leader.

### 2. Main Tasks and Responsibilities:

- To assess, identify and evaluate, in close coordination with the relevant advisers and the Malian counterparts, any requirements, gaps, needs and/or priorities on “Risk and Crisis Management” matters;
- Provide expertise in the management of natural and man-made hazards (such as flooding situations and other catastrophes), fire department /civil protection;
- Evaluate crisis and continuity management capabilities and identify areas for improvement;
- Design, develop, implement, maintain, test, and improve daily continuity and crisis management programs;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To identify and assess the needs of Malian security actors in relation to their tasks in the area of border management;
- To design and deliver specific training modules on “Risk and Crisis Management” matters, through a variety of training approaches including traditional classroom, programmed learning, hands-on, simulation and computer aided training incl. exercises;
- To contribute to the training of (future) Mali ISF trainers in “Risk and Crisis Management” (train the trainers);
- To support Malian authorities in developing training strategies / policies / plans / curricula / exercises / training institutions as directed by the Deputy Head of Capacity Building Component/Trainers Team Leader;
- To identify required reforms and appropriate support to be provided by the Mission, including through monitoring/mentoring/advising and/or direct training;
- To provide inputs to the development and regular updating of the Mission Implementation Plan (MIP) in the field of training;
- To identify, manage and report the risks arising from the implementation of specific processes, systems and 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 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 or/and personnel of crises response teams (USAR/BFAST), Civil Protection, Fire Department, Crisis Management Organizations, 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:**

- Ability to draft policies, guidelines, and communicate to a broad audience;
- Experience in organizing interactive training and/or adult learning programs including program planning, design, implementation, management, monitoring and evaluation;
- Experience in disaster management more specific in the areas of flood & Relief disaster management, coordinating Rescue Operations, Planning/ Preparing / Responding to Major Incidents;
- Ability to plan, multitask and manage time effectively;
- French language skills: minimum level B1/B2 (Independent User).

**6. Desirable Qualifications and Experience:**

- Experience in gender and human rights mainstreaming in training content planning and project implementation;
- Experience with Management/Leadership training design, methods and delivery;
- Subject matter expertise in risk and crisis management at tactical and strategic level;
- International experience, particularly in crisis areas with multi-national and international organizations;
- Previous professional experience in Africa. Experience in The Sahel / Western Africa region will be especially appreciated;
- English language skills: minimum level B1/B2 (Independent User).

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

- Excellent interpersonal and teamwork skills;
- Organizational, analytical and administrative skills;
- Attention to detail and ability to multi-task;
- Efficient time-management.



<b>Position name:</b> Leadership Trainer (2 positions)	<b>Employment Regime:</b> Seconded	
<b>Ref. number:</b> ESM VE 11-12	<b>Location:</b> Bamako - Mali	<b>Availability:</b> As soon as possible
<b>Department/Component/Unit:</b> Operations - Capacity Building Component	<b>Security Clearance Level:</b> EU RESTRICTED (Criminal Record required)	<b>Open to Contributing Third States:</b> Yes

## 1. Reporting Line:

The Leadership Trainer reports to the Deputy Head of Capacity Building Component/Trainers Team Leader.

## 2. Main Tasks and Responsibilities:

- In coordination with COS (gender and human rights team) and OPS;
- To conduct organizational assessments of Mali's Internal Security Forces (ISF) to identify leadership, communication, and change management needs;
- To conduct interviews with the Internal Security Forces to identify training expectations and objectives;
- To develop training modules tailored to different hierarchical levels (managers, executives, teams);
- To integrate key themes: transformational leadership, emotional intelligence, assertive communication, managing resistance to change, and gender-sensitive leadership;
- To facilitate interactive workshops in person or remotely;
- To use active methods: case studies, role-playing, simulations, group feedback;
- To adapt the facilitation style to the audience and cultural context;
- To offer coaching or mentoring sessions to reinforce acquired skills;
- To support teams in implementing skills acquired in the field;
- To design and facilitate change awareness workshops;
- To support Internal Security Forces in carrying out personal and collective transformation projects;
- To identify and remove obstacles to change through diagnostic and communication tools;
- To implement skills assessment tools before and after training;
- To write evaluation reports and propose recommendations for improvement;
- To measure the impact of training on individual and collective performance;
- To innovate in teaching approaches and the tools used;
- To develop training schedules in coordination with the Internal Security Forces based on their needs;
- To prepare educational materials, assessment tools, and necessary logistics;
- To integrate modules on leadership, interpersonal communication, emotion management, change management, and gender-sensitive leadership;
- To deliver dynamic and participatory training;
- To adapt teaching methods to suit learner profiles;
- To offer post-training support (coaching, mentoring, implementation monitoring);
- To provide practical advice for applying skills in the field;
- To guarantee the educational quality and impact of the training provided;
- To maintain a professional and ethical stance in all interactions;
- To contribute to the capitalization of best practices and pedagogical innovation.

### **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, Hold a Master's degree in psychology, educational sciences, human resources management, management, or any other relevant field; **AND**
- have at least 5 years of proven experience as a trainer, consultant, or coach in the fields of leadership, human skills development, or organizational transformation.

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

- Good knowledge of leadership theories and styles (transformational, situational, collaborative, gender-sensitive, etc.);
- Good knowledge of group dynamics, motivation, and conflict management;
- Good knowledge of adult training techniques (andragogy, active pedagogy, experiential learning);
- Experience in cross-disciplinary integration of gender and human rights;
- Proficiency in using common office software (Word, Excel, PowerPoint, Outlook Express);
- Ability to explain complex situations in simple terms;
- Ability to plan, multitask and manage time effectively;
- French language skills: minimum level B1/B2 (Independent User).

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

- Have additional training in coaching, personal development, interpersonal communication, or change management (e.g., professional coaching certification, etc.);
- Master adult education principles (andragogy) and participatory facilitation techniques;
- Have proven ability to facilitate corporate training, both in-person and/or remotely;
- Have experience in change management: leading transformation projects, managing resistance, and mobilizing teams;
- Have experience working in an international environment;
- Experience in the design and implementation of training materials, including the development of manuals, tools, and conducting interactive capacity building activities;
- Experience in gender and human rights mainstreaming in training content planning and project implementation;
- Experience with Management/Leadership training design, methods and delivery;
- Excellent interpersonal and teamwork skills;
- Organizational, analytical and administrative skills;
- Previous professional experience in Africa. Experience in The Sahel / Western Africa region;
- English language skills: minimum level B1/B2 (Independent User).

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

- Autonomy, discretion, honesty, loyalty, initiative, and a strong sense of responsibility;
- Efficient time-management;
- Moral and professional integrity;
- Excellent presentation;
- Respect for different cultures.

