

# EUROPEAN EXTERNAL ACTION SERVICE



## Annex 1

<b>European Union Advisory Mission in Iraq</b> <b>EUAM Iraq</b> <b>2-2025 Call for Contributions</b> Requirements and Job Descriptions				
<b>Organisation:</b>	<b>European Union Advisory Mission in Iraq (EUAM Iraq)</b>			
<b>Job location:</b>	<b>Baghdad &amp; Erbil (Iraq)</b>			
<b>Employment regime:</b>	<b>As indicated below</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 (15)</u></b>			
	IAT 510	Executive Officer	Baghdad	ASAP
	IAT 520	Head of Project Cell	Baghdad	01 Nov 2025
	IAT 540	Head of Planning, Reporting & Evaluation Section	Baghdad	01 Jun 2025
	IAO 510	Head of Law Enforcement Agencies Component	Baghdad	15 Oct 2025
	IAO 515	Senior Strategic Adviser on Organised Crime	Baghdad	16 Oct 2025
	IAO 518	Senior Strategic Adviser on Organised Crime/Cultural Heritage Protection.	Baghdad	31 Oct 2025
	IAO 555	Senior Strategic Adviser on SSR Coordination	Baghdad	15 Oct 2025
	IAO 559	Senior Strategic Adviser on Institutional Reform	Baghdad	ASAP
	IAO 562	Senior Strategic Adviser on Command & Control/Crisis Management	Baghdad	16 Oct 2025
	IAO 571	Senior Strategic Adviser on Organised Crime	Erbil	18 Sep 2025
	IAO 572	Senior Strategic Adviser on Command & Control/Crisis Management	Erbil	11 Oct 2025

	IAT 530	Senior Press & Public Information Officer/Spokesperson	Baghdad	06 Nov 2025
	IAT 531	Press & Public Information Officer	Baghdad	01 Jul 2025
	IAS 520	Head of Procurement	Baghdad	ASAP
	IAO 556	Senior Strategic Adviser National Security Legislation	Baghdad	ASAP
	<b>Seconded/Contracted (1)</b>			
	IAD 511	Mission Security Analysis Officer	Baghdad	30 Sep 2025
<b>Deadline for applications:</b>	<b>Monday, 02 June 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><i><b>Please note:</b> 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 Planning and Conduct Capability (CPCC):</p> <p><b>Mr Thomas Krueger</b>  <b>thomas.krueger@eeas.europa.eu</b>  <b>+32 (0)2 584 5920</b></p>			

## High Risk Non-Family Mission

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

**Seconded personnel** – For seconded positions, only personnel nominations received through official channels from EU Member States 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).

**Seconded Personnel from Contributing Third States** – Based on a political decision, Contributing or Invited Third States may be considered. Personnel seconded from Contributing Third States are not entitled to receive allowances paid according to Council Documents 7291/09 (10 March 2009) and 9084/13 (30 April 2013). A security clearance or a proof that the process to obtain a security clearance is initiated must be provided.

**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 Iraq, 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 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 language of the Mission (English). 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 EEAS is committed to an equal opportunities policy for all its employees and applicants for employment. As an employer, the EEAS 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 CPCC encourages the EU Member States and European Institutions to take this into account when putting forward candidates at all levels.

**Application form** – Applications will be considered only when using the online application form (AF) accessible on the Goalkeeper-Registrar software module, indicating which position(s) the candidate is applying for. Candidates seconded by Contributing Third States will apply using the dedicated application form returned in Word format.

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

**Information on the outcome** – Contributing States and contracted candidates (applying for seconded/contracted positions) will be informed about the outcome of the selection process after its completion.

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

**HEAT Training** - Candidates must have undergone a certified Hostile Environment Awareness Training (four to five days residential training) not more than five years ago.

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

**Data protection** – The EEAS, and its Directorate CPCC, 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 POSITIONS**

<b>Position Name:</b> Executive Officer	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> IAT 510	<b>Location:</b> Baghdad, Iraq	<b>Availability:</b> ASAP
<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 Executive Officer reports to the Head of Mission

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

- Manage the Head of Mission' office in close coordination with the Deputy Head of Mission and the Chief of Staff;
- Manage the day-to-day administration of the HoM's schedule: including weekly Senior Management Meetings, video conferences. Arrange meetings and any other related request. Coordinate the duty trips for Head of Mission;
- To maintain a registry of all official contacts and correspondence with the Mission;
- To coordinate advice and information provided for the Head of Mission, by Mission components and Mission members as required;
- To ensure close cooperation of the Head of Mission' office and other Mission members, drafting plans, directives, Standard Operating Procedures, orders and instructions to be approved and/or issued by Head of Mission;
- To coordinate and liaise with relevant Mission components as required;
- To maintain contacts with local authorities, governmental organisations, non-governmental organisations or other external counterparts in order to collect and disseminate information.
- To develop and maintain the Strategic External Engagements Planner and ensure close coordination with the HoM, DHoM and CoS and facilitate their planning and meeting schedules;
- To act as the line manager of the National Administrative Assistant(s).
- To attend internal and external meetings when tasked by the Head of Mission
- To contribute to the regular liaison/coordination with CivOpsHQ
- To advise Head of Mission on matters related to the Mission mandate.

### **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:**

- Administrative skills (office management, event planning, project management).
- Ability to maintain objectivity in complex scenarios and to display sensitivity and sound judgment.
- Organisational skills and the ability to prioritise deadlines; familiar with diplomatic protocol;

**6. Desirable Qualifications and Experience:**

- International experience, particularly in crisis areas with multi-national and international organisations;
- Experience in liaising with senior governmental interlocutors;
- EU protocol.

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

- Knowledge of Arabic or other EU languages.

<b>Position Name:</b> Head of Project Cell	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> IAT 520	<b>Location:</b> Baghdad, Iraq	<b>Availability:</b> 01 Nov 2025
<b>Component/Department/Unit:</b> Mission's HQ/Chief of Staff Office/Project Cell	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> No

#### 1. Reporting Line:

The Head of Project Cell reports to the Chief of Staff.

#### 2. Main Tasks and Responsibilities:

- To lead, manage and coordinate the work and staff of the Project Cell in accordance with the Mission's Operation Plan (OPLAN) and relevant planning documents;
- To ensure project proposals are coordinated within the Mission and external stakeholders in general and the Planning, Reporting and Evaluation Section specifically to ensure coherence with the MIP;
- To support and facilitate the Mission's operational elements and managers in project planning/development and coordinate the implementation of the Mission projects with other stakeholders;
- To assess project proposals and make recommendations on feasibility and sustainability of projects in cooperation with the Finance and Procurement Unit, operational elements and Heads of Unit as appropriate;
- To establish and maintain contacts with International Organisations and Non-Governmental Organisations to identify potential project partners and funding together with the Mission Coordination and Cooperation Capability, as applicable;
- To develop the mission project database and maintain the Mission project history and ongoing activities record;
- To conduct post project reporting and evaluations in cooperation with Planning, Reporting and Evaluation Section;
- To ensure transparency and compliance with EU rules and regulations;
- To develop and maintain project management procedures;
- To develop and implement project management training for designated project managers throughout the Mission;
- To identify, manage and report risks arising from the implementation of 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 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;
- Project management skills;
- Experience working with project management in CSDP missions.

**6. Desirable Qualifications and Experience:**

- International experience, particularly in crisis areas with multinational and international organisations.
- Project management qualification, such as PRINCE2, PM2, or equivalent.

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

- Familiar with EU Financial Regulations.

<b>Position Name:</b> Head of Planning, Reporting and Evaluation Section (PRES)	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> IAT 540	<b>Location:</b> Baghdad, Iraq	<b>Availability:</b> 01 Jun 2025
<b>Component/Department/Unit:</b> Mission's HQ/CoS/Planning, Reporting & Evaluation Section	<b>Security Clearance Level:</b> EU CONFIDENTIAL	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

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

### 2. Main Tasks and Responsibilities:

- To lead, manage and coordinate the work and staff of the Section, 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 develop and manage the Mission cross-organizational mandate implementation progress tracking;
- To build and maintain a productive working relationship with all Mission departments and units;

### 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 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:**

- Excellent interpersonal skills;
- Ability to multi-task with a time management efficiency;
- Ability to work under pressure and with tight deadlines and to manage multiple tasks and unexpected demands

<b>Position Name:</b> Head of Law Enforcement Agencies Component	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> IAO 510	<b>Location:</b> Baghdad, Iraq	<b>Availability:</b> 15 Oct 2025
<b>Component/Department/Unit:</b> Operations Department/Law Enforcement Agencies Component	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> NO

#### 1. Reporting Line:

The Head of Law Enforcement Agencies Component (LEAC) 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, Departments, Sections, and Units;
- 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 and/or the Mission 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 /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;
- Management experience in an international organisation operating in a conflict or immediate post conflict situation;
- Experience in strategic analyses, planning and reporting as well as a sound understanding of strategic and operational considerations;
- International experience, particularly in crisis areas with multinational and international organisations.
- Experience of management at national level of 3 years.

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

- Knowledge of Arabic.

<b>Position Name:</b> Senior Strategic Adviser on Organised Crime	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> IAO 515	<b>Location:</b> Baghdad, Iraq	<b>Availability</b> 16 Oct 2025
<b>Component/Department/Unit</b> Operations Department/Law Enforcement Agencies Component	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Senior Strategic Adviser on Organised Crime, reports to the Head of Law Enforcement Agencies Component.

### 2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan by advising and mentoring local counterpart on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other horizontal advisers;
- To support the development of the local institutions and Ministry of Interior (MoI) in the field of Organised Crime, through relevant activities;
- To develop policies and strategies in collaboration with the local institutions and MoI;
- To develop capacity building activities in the field of organised crime.

### 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 training;
- Knowledge of conducting needs assessments and developing strategies;
- Experience in organised crime investigations and international cooperation.



**6. Desirable Qualifications and Experience:**

- International experience, particularly in crisis areas with multinational and international organisations ;
- Experience in policies, strategies and operations related with organized crime in national and international environment;
- Experience in working with EU JHA policies, relevant EU JHA agencies/institutions and international initiatives/policies/agencies.

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

- Knowledge of Arabic.

<b>Position Name:</b> Senior Strategic Adviser on Organised Crime (Cultural Heritage Protection)	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> IAO 518	<b>Location:</b> Baghdad, Iraq	<b>Availability</b> 31 Oct 2025
<b>Component/Department/Unit</b> Operations Department/Law Enforcement Agencies Component	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Senior Strategic Adviser on Organised Crime (Cultural Heritage Protection), reports to the Head of Law Enforcement Agencies Component.

### 2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan by advising and mentoring local counterpart on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other horizontal advisers;
- To support the development of the local institution and Ministry of Interior (Mol) in the field of Organised Crime in relation to Cultural Heritage Protection through relevant activities;
- To be the key interlocutor with the Mol and other relevant institutions related to Cultural Heritage ;
- To support development of policies with the local institutions and Mol.

### 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 of conducting need assessment and the development of strategies.

**6. Desirable Qualifications and Experience:**

- International experience, particularly in crisis areas with multinational and international organisations ;
- Experience in working with cultural heritage protection in national and international environment;
- Experience in working with EU JHA policies, relevant EU JHA and international initiatives/policies/organizations ;
- Experience in coordination and information sharing between law enforcement agencies and relevant institutions nationally and internationally.

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

- Knowledge of Arabic.

<b>Position Name:</b> Senior Strategic Adviser on SSR Coordination	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> IAO 555	<b>Location:</b> Baghdad, Iraq	<b>Availability:</b> 15 Oct 2025
<b>Component/Department/Unit</b> Operations Department/Strategic Civilian SSR Component	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Senior Strategic Adviser on SSR Coordination reports to the Head of Strategic Civilian SSR Component.

### 2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan by advising and mentoring local counterpart on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other horizontal advisers;
- Lead relevant projects and organise events to progress and support SSR with counterparts;
- To support the development of the Ministry of Interior (Mol), and the Office of the National Security Advisory (ONSA) in the field of civilian aspects of Security Sector Reform (SSR) through activities of mapping, analysis, and coordination of EU, EU Member States, UNDP, NMI, and other International Partners activities in support of SSR;
- To be the key interlocutor with the EU Delegation, EU Member States, UNDP, NMI, and other International Partners on SSR coordination at the technical level;
- To be the Mission's key interlocutor with the SSR High Committee Joint Planning Technical Working Group;
- To develop policies of the Mol and ONSA for monitoring and evaluation of the SSR Programme utilizing analytical tools and techniques;
- To promote and employ EU and international effective practice including conceptual tools and concepts which contribute to SSR Coordination;
- To support the Mission's coordination and information sharing mechanisms as Secretariat of the EU SSR Working Group and the Security Coordination Group (SCG);

### 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 of Security Sector Reform (SSR) Programming, and Processes;
- Knowledge of analytical tools and techniques.
- Critical thinking and active listening skills;
- Experience on working with or among law enforcement/security authorities at national and international levels.

**6. Desirable Qualifications and Experience:**

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

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

- Knowledge of Arabic.

<b>Position Name:</b> Senior Strategic Adviser on Institutional Reform	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> IAO 559	<b>Location:</b> Baghdad, Iraq	<b>Availability:</b> ASAP
<b>Component/Department/Unit</b> Operations Department/Strategic Civilian SSR Component	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Senior Strategic Adviser on Institutional Reform reports to the Head of Strategic Civilian SSR Component.

### 2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the relevant mission planning documents and the Mission Implementation Plan through strategic advice to local counterparts;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions through enabling interventions and supporting positive reform;
- To provide analysis, strategic advice and recommendations to the local counterparts;
- To maintain close contact and build effective relationships with relevant national and international strategic partners;
- Initiate, develop and lead relevant projects and organise events to progress and support SSR with counterparts.
- To liaise closely with other Mission's advisers;
- To advise the Ministry of Interior (MoI) on strategic and organisational development to support the objective of it becoming a more effective, transparent and accountable institution;
- To advise the MoI on measures which enhance organisational integrity and reduce the risk of corruption including through working in partnership with strategic partners to promote anti- corruption synergies and ensure coherence in anti-corruption interventions;
- Advise and assist the MoI is ensuring it meets its obligations in the context of the implementation of the National Anti-Corruption Strategy;
- To contribute to efforts which enable and strengthen inter-institutional coherence with the Ministry and the Federal Commission of Integrity;
- To advise the MoI on the development and implementation of policy and strategy which promotes good governance and strengthens institutional resilience including the multi-annual plan and annual plans as well as institutional business policies;
- To promote and employ EU and international effective practice including conceptual tools and concepts which contribute to organisational reform;
- To support a programmatic approach and promote context specific policy interventions which contribute to institutional development and resilience.

### 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 and experience of institutional reform and development of training requirements in Home Affairs issues at ministerial level;
- Knowledge and experience of policing, security sector reform and modern leadership and governance concepts;
- Critical thinking and active listening skills;
- Complex problem-solving and performance management skills;
- Time management skills;
- Knowledge and skills in leading successful change and reform at the strategic level.

**6. Desirable Qualifications and Experience:**

- International mission experience, particularly in crisis areas with multinational and international organisations (e.g. CSDP, UN, OSCE etc.);
- Strong skills and experience in managing cultural differences in negotiations, advising and negotiation experience from Middle East context;
- Experience with and knowledge of Iraqi security institutions and dynamics;
- Experience in counter corruption programmes.

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

- Knowledge of Arabic.

<b>Position Name:</b> Senior Strategic Adviser on Command, Control/Crisis Management	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> IAO 562	<b>Location:</b> Baghdad, Iraq	<b>Availability:</b> 16 Oct 2025
<b>Component/Department/Unit</b> Operations Department/ Strategic Civilian SSR Component	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Senior Strategic Adviser on Command, Control/ Crisis Management reports to the Head of Strategic Civilian SSR Component.

### 2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan by advising and mentoring local counterpart on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterparts in the area of responsibility;
- To establish and maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other Mission's advisers;
- To support the development of the relevant local institutions, primarily, Ministry of Interior (MoI) and Office of National Security Advisory (ONSA), in the fields of command, control and crisis management through appropriate and effective advisory and mentoring activities;
- To advise the MoI, ONSA, or other appropriate national or local authority or agency on the development of strategies, policies and doctrines to support institutional development of command, control and/or crisis management capabilities in line with human rights standards;
- To advise the MoI, ONSA, or other appropriate national or local authorities or agency in the development of effective command and control and/or crisis management structures and mechanisms;
- To advise and assist the MoI, ONSA, or other appropriate national agencies in the broader context of the development of effective Iraqi national security architecture.
- To liaise closely with other international advisers, such as advisers from UNDP, and the lead international adviser under the Security Sector Reform Programme (SSRP) on National Security architecture;

### 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 in operational and/or strategic-level critical incident/crises management and leadership
- Experience of operational and/or strategic-level major event/major emergency planning, and management and leadership;
- Experience with team working and/or team leadership
- Experience of designing trainings;
- Knowledge of current best international practices in the fields of command, control and crisis management.

**6. Desirable Qualifications and Experience:**

- International experience, particularly in fragile and conflict or crisis affected States or areas with multinational and international organisations e.g. CSDP, UN, OSCE Missions;
- Experience in organizational development and/or institutional reform;
- Experience in reviewing inter-service/inter-institutional command, control/crisis management structures;
- Experience within the field of state security operations or the development of state security architecture at operational and/or strategic levels;
- Experience in project management;
- Experience with EU JHA/CT policies and relevant EU JHA agencies.

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

- Knowledge of Arabic.

<b>Position Name:</b> Senior Strategic Adviser on Organised Crime	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> IAO 571	<b>Location:</b> Erbil, Iraq	<b>Availability</b> 18 Sep 2025
<b>Component/Department/Unit</b> Operations Department / Law Enforcement Agencies Component	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Senior Strategic Adviser on Organised Crime reports to the Head of Law Enforcement Agencies Component.

### 2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan by advising and mentoring local counterpart on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other horizontal advisers;
- To support the development of the regional Mol in the fields related to organised crime through advising the designated local officials and participating in their activities where applicable;
- To advice on Organised Crime strategy development and development of Iraqi Serious and Organised Crime Threat Assessment (SOCTA) ;
- To be the key interlocutor with the organised crime directorate;
- 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 Operations Department 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 with EU JHA/CT policies and relevant EU JHA agencies;
- Experience of operational and/or strategic-level criminal investigations, planning, management and leadership;
- Knowledge of criminal investigation on human trafficking and illegal migration;
- Experience in project management;
- Experience with teamworking and/or team leadership.

**6. Desirable Qualifications and Experience:**

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

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

- Knowledge of Kurdish (Sorani).

<b>Position Name:</b> Senior Strategic Adviser on Command & Control/Crisis Management	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> IAO 572	<b>Location:</b> Erbil, Iraq	<b>Availability:</b> 11 Oct 2025
<b>Component/Department/Unit</b> Operations Department/Operations Department	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Senior Strategic Adviser on Command & Control/Crisis Management, reports to the Head of Strategic Civilian SSR Component.

### 2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan by advising and mentoring local counterpart on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterpart in the area of responsibility.
- To be embedded within the local institutions, security permitting;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other horizontal advisers;
- To support the development of the relevant local institutions, primarily, the Regional Mol and/or other appropriate State or Regional local authority or agencies, in the fields of command, control and crisis management through appropriate, effective advisory and mentoring activities;
- To be the key interlocutor with the Director General of the Interior, Regional Mol, or other appropriate State or Regional local authority or agencies as identified;
- To develop policies in line with the local institutions, the Regional Mol, or other appropriate State or Regional local authority or agencies;
- To advise the Regional Mol, or other appropriate State or Regional local authority or agencies on the development of strategy, policy and doctrine to support institutional development of command, control and/or crisis management capacity and capabilities in line with normative human rights standards;
- To assist the Regional Mol, or other appropriate State or Regional local authority or agencies in the development of effective command and control and/or crisis management structures and mechanisms;
- To advise and assist the Regional Mol, or other appropriate State or Regional local authority or agencies as identified in the broader context of the development of effective Iraqi national security architecture.
- To liaise closely with other international senior advisers and advisers from UNDP and the lead international adviser under the Security Sector Reform Programme (SSRP) on National Security architecture;

### 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 in operational and/or strategic-level critical incident/crises management and leadership;
- Experience of operational and/or strategic-level major event/major emergency planning, and management and leadership;
- Experience with team working and/or team leadership;
- Experience in designing and delivering appropriate training;
- Knowledge of current best international practices in the fields of command, control and crisis management.

**6. Desirable Qualifications and Experience:**

- International experience, particularly in fragile and conflict or crisis affected States or areas with multinational and international organisations e.g. CSDP, UN, OSCE Missions;
- Experience in organizational development and/or institutional reform;
- Experience in reviewing inter-service/inter-institutional command, control/crisis management structures;
- Experience within the field of state security operations or the development of state security architecture at operational and/or strategic levels;
- Experience in project management;
- Experience with EU JHA/CT policies and relevant EU JHA agencies.

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

- Knowledge of Kurdish (Sorani).

<b>Position Name:</b> Senior Press and Public Information Officer/Spokesperson	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> IAT 530	<b>Location:</b> Baghdad, Iraq	<b>Availability:</b> 06 Nov 2025
<b>Component/Department/Unit</b> Mission HQ/Chief of Staff Office / Press and Public Information Office	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> No

## 1. Reporting Line:

The Senior Press and Public Information Officer/Spokesperson reports to the Chief of Staff.

## 2. Main Tasks and Responsibilities:

- To lead, manage and coordinate the staff and work of the Press and Public Information Office;
- To draft, review and implement the Strategic Communications Plan of the Mission
- To develop effective means and procedures for internal cross-organizational communication and information sharing in close coordination and collaboration with the Planning, Reporting and Evaluation section;
- To act as the Mission main spokesperson and communicate the work of the Mission to the public;
- To maintain a close working relationship with the Spokesperson of the High Representative in coordination with the Civilian Conduct and Planning Capability (CPCC);
- 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 supervise and contribute to the development and maintenance of an effective Mission website and social media accounts;
- To advise and contribute to the drafting of press releases, public statements, media summaries, articles and features;
- To manage the Press and Public Information budget, procurement processes and contract/tender/designs for Mission visibility items;
- To coordinate with the press offices of other EU Delegations other EU actors in the host state;
- To monitor disinformation against the interests of the Mission in close cooperation with input from the Mission Analysis Capability, Security and Duty of Care and CIS;
- 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 develop effective means and procedures for internal cross organisational communication and information sharing in close coordination and collaboration with the Planning, Reporting and Evaluation Section.

**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. The qualification should be in any of the fields of Communication Sciences, Political studies, International Relations, Humanities, Social sciences or other related field; AND
- A minimum of 6 years of relevant professional experience, after having fulfilled the education requirements, out of which a minimum of 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;
- Strong writing, presentation and communication skills;
- Knowledge of formulating and implementing a communication strategy/plan;
- Experience and skills in digital communication.

**6. Desirable Qualifications and Experience:**

- Experience running media and outreach campaigns;
- Experience in planning and implementing projects;
- Knowledge of disinformation;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Knowledge about the local press and media environment;
- Knowledge of Arabic and Kurdish.

<b>Position Name:</b> Press and Public Information Officer	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> IAT 531	<b>Location:</b> Baghdad, Iraq	<b>Availability:</b> 01 Jul 2025
<b>Component/Department/Unit:</b> Mission's HQ/CoS/ Press and Public Information Office	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line

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

### 2. Main Tasks and Responsibilities:

- To act as Mission spokesperson, in the absence of the Senior Press and Public Information Officer, and communicate the work of the Mission to the public as required;
- To contribute to the implementation of the Mission Strategic Communications Plan;
- To contribute to the organisation of media events including the preparation of media materials for the local press.
- To contribute to the development and maintenance of an effective Mission website and social media accounts
- To draft press releases and public statements;
- To write and design public information material and factsheets;
- To organise contract/tender/designs for Mission visibility items on request of the Senior PPIO/Spokesperson;
- To coordinate with the press offices of other (EU) actors in the host state in absence of the Senior Press and Public Information Officer.
- To accompany the advisers and Head of Mission, taking photos and drafting articles and features;
- Updating the photo archives of the Mission;
- To contribute to social media monitoring and drafting assessment reports on this.

### 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 other 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);
- Strong writing, drafting and presentation and communication skills;
- Hands-on mentality combined with conceptual skills;

**6. Desirable Qualifications and Experience:**

- Experience in the field of institutional communication;
- Proficiency with social media and graphic design (Canva);
- Experience in photography.
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Knowledge of Arabic.

<b>Position Name:</b> Head of Procurement	<b>Employment Regime:</b> Seconded	
<b>Ref. number:</b> IAS 520	<b>Location:</b> Baghdad, Iraq	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Mission Support Department/ Procurement Unit	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Head of Procurement reports to the Head of Mission Support.

### 2. Main Tasks and Responsibilities:

- To lead, manage and coordinate the work and staff of the Procurement Unit;
- To coordinate the Mission contracting and procurement processes in accordance with EU established professional and transparent procurement policies, rules and procedures;
- To assist and advise the chain of command on all contracting and procurement issues;
- To provide support related to contracting and procurement matters to other units within the Mission;
- To develop professional relationships with the European Commission and other actors involved in the Mission's procurement process in Brussels HQ;
- To develop professional relationships with procurement colleagues in other Missions to share best practices in the area of procurement and supply chain;
- To identify, manage and report the risks arising from the implementation of specific processes, systems and projects within the procurement and supply chain;
- 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 6 years of relevant professional experience, after having fulfilled the education requirements, out of which a minimum of 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;
- Knowledge of using legally established professional and transparent procurement policies, rules and procedures.

**6. Desirable Qualifications and Experience:**

- University and/or Master's Degree in management, business or public administration/law/procurement/supply chain or other related or relevant field;
- Experience in financial management of tendering processes and audits, more specifically within the EU procedures;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Knowledge of the EU Financial Regulation and the Practical Guide on contract procedures for European Union external action (PRAG);
- Knowledge of current technologies used for Procurement like an Enterprise Resource Planning (ERP) System;
- Knowledge of Arabic.

<b>Position Name:</b> Senior Strategic Adviser on National Security Legislation	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> IAO 556	<b>Location:</b> Baghdad, Iraq	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Operations Department/ Strategic Civilian SSR Component	<b>Security Clearance Level:</b> NOT REQUIRED	<b>Open to Contributing Third States:</b> Yes

## 1. Reporting Line:

The Senior Strategic Adviser on National Security Legislation reports to the Head of Strategic Civilian SSR Component.

## 2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan by advising and mentoring local counterpart on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other horizontal advisers;
- To support the development of relevant security institutions and civilian legislative and executive institutions regarding the national security legislative framework. This includes the development and amendment of national security legislation, including assistance in review and drafting. [These institutions include, but are not limited to, the Ministry of Interior, the Office of the National Security Advisor, and the Ministry of Migration and Displacement];
- To advise relevant security institutions and civilian legislative and executive institutions regarding implementation strategies on national security legislation, in cooperation with other Senior Strategic Advisers, as well as international partners;
- To provide advice on how to safeguard constitutional rights in national security legislation, including on civil liberties and fundamental freedoms, in line with international human rights standards;
- To coordinate with international partners, oversight bodies, and civil society, initiatives to improve the legislative framework relating to national security legislation. [This includes coordinating and hosting monthly meetings of the international National Security Legislation Law Reform Working Group];
- To advise and participate in relevant inter-ministerial Technical Working Group Committees as requested by local counterparts;
- To obtain feedback from local civil society regarding new or amended national security legislation and integrate such in the national security legislation framework, to the extent possible;
- To educate civilian legislative and executive institutions, as well as civil society, regarding new and amended national security legislation, as applicable;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;

**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 of legal reform processes in governments, preferably in fragile environments, including the development of legislation and implementation strategies;
- Advanced English language skills at a level to be able to review and draft legislation, as well as to express legal concepts in a coherent manner.

**6. Desirable Qualifications and Experience:**

- Experience with a CSDP Mission or another multilateral organization, such as the UN and OSCE, particularly in crisis areas.

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

- Experience with the Iraqi legislative system;
- Knowledge of Arabic.

## **SECONDED/CONTRACTED POSITIONS**

<b>Position Name:</b> Mission Security Analysis Officer	<b>Employment Regime:</b> Seconded/contracted	<b>Post Category for Contracted:</b> Mission Support Management Level (MSML)
<b>Ref. number:</b> IAD 511	<b>Location:</b> Baghdad, Iraq	<b>Availability:</b> 30 Sep 2025
<b>Component/Department/Unit:</b> Security & 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 Analysis Officer reports to the Deputy Senior Mission Security Officer.

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

- To assist the Senior Mission Security Officer to collect/process information and update the contingency plans for implementation in emergencies that require relocation/evacuation of Mission members;
- In line with the EU Policy of EU staff deployed outside the EU in an operational capacity under Title V of the Treaty on European Union;
- To assist the Senior Mission Security Officer in the development, implementation, and updating of the Mission Security Plan, as well as supporting security and safety instructions and procedures;
- To assess the security situation and to analyse all relevant information;
- To produce incident and travel security advisories;
- To prepare daily, weekly, monthly security working papers, and other reports as required;
- To produce long-term assessments and forecasts of the security situation;
- To assist the Senior Mission Security Officer in maintaining continuity of security information analysis;
- To gather comprehensive information regarding events/actions that may affect the safety and security of Mission members and assets within the Mission area, generate reports and make recommendations;
- To conduct risk analysis' and threat assessments on security developments for persons and assets;
- To provide briefings to new Mission members on the security situation and ensure all members are prepared for emergencies;
- To ensure the quick dissemination of security related information;
- To assist the Senior Mission Security Officer as Mission Information Security Officer to manage the EU CI and implement the existing rules and policies ;
- To contribute to security reviews of personal protective security equipment, transport and residences and Mission offices;
- To liaise and cooperate closely with national law enforcement agencies, International Organisations, NGOs, other EU bodies and diplomatic representatives on security matters;
- To provide assistance to Mission members and ensure all necessary actions are taken, particularly in emergency cases;
- To provide timely, precise and accurate reports, analyses.

### **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 at the level in the National Qualifications Framework 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, out of which a minimum of 2 years of experience in security analysis, after having fulfilled the education requirements.

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

- Ability to contribute to the development of security policies and procedures;
- Analytical, writing and Reporting skills;
- Ability to work under stress and in a deadline driven-environment;
- Presentation skills (preparing and delivering presentations).

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

- Security studies, security and defence studies, peace and conflict studies, intelligence or other related fields;
- Valid license for armoured vehicles or C or C1 Driving license;
- International experience, particularly in crisis areas with multinational and international organisations.

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

- Knowledge of the Mission area and potential security threats;
- Ability to produce long-term assessments and forecasts of the security situation.
- Interpersonal skills, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity;
- Highly resilient to austere conditions, able to adapt to a lockdown lifestyle.
- Knowledge of Arabic.