

United Nations Police

Required profiles and application procedures

Published 9 January 2018

Table of contents

Facsimile to Member States, 26 December 2017	p. 2-3
Application procedures for non-contracted positions in United Nations Police Components in Peacekeeping Operations or Special Political Missions requiring official secondment from National Governments of UN Member States	p. 4-5
Skill Sets and Expert Profiles, updated January 2018	p. 6-7
Guidance on the UNPOL Selection and Deployment Within the new recruitment streams	p. 8-9
Form: List of candidates for deployment	p. 10
Job Description: Capacity and Development (Civilian Personnel)	p. 11-13
Job Description: Capacity and Development (Uniformed Police Personnel)	p. 14-16
Job Description: Police Command	p. 17-19
Job Description: Police Operations	p. 20-22
Job Description: Police Administration	p. 23-24



FACSIMILE

Date: 26 December 2017

Reference: PD/ 3186 / 17

TO: The Permanent Mission to the United Nations ATTN: Military/Police Advisor or relevant Officer-in-Charge INFO:	FROM: Mr. Luis CARRILHO, Police Adviser and Director of the Police Division, OROLSI/DPKO New York
FAX NO: TEL NO:	FAX NO: (917) 367-2222 TEL NO: (212) 963-1293
SUBJECT: Skill set for the UN Police Components in Peacekeeping Operations and Special Political Missions	
Total number of transmitted pages including this page:	

1. The Police Division presents its compliments to the Permanent Mission to the United Nations and wishes to express its gratitude for its dedicated, collaborative and sustained support in providing police officers for service in UN peace operations.
2. Effective implementation of the complex Security Council mandated police tasks of integrated United Nations peace operations requires skilled police officers upholding the highest standards. In this regard, please find attached a list of the police skill sets that will be needed in each field mission over the next six (6) months. In an effort to make the selection process more efficient, the Police Division deems necessary to make an emphasis on certain elements of the selection process.
3. The Police Division prioritises the selection of the qualified police experts possessing the skills and expertise described in the attachment.
4. As a rule, nominees must be cleared by the UN Police Selection Assistance and Assessment Team (SAAT). Nominations from Police Contributing Countries (PCC) that do not host SAATs will undergo in-mission examination upon arrival.
5. Within the framework of the global effort of the United Nations to increase the participation of women in peacekeeping operations, the Police Division strongly encourages PCCs to nominate female police officers. Given the added benefits female officers bring to the field mission, preference will be given to equally qualified female candidates during the selection process. The Police Division reserves the right to reduce the strength of the field police contingent if the PCC does not nominate any female candidates; any released vacancies will be given to the qualified female nominees from other police contributing Member States.
6. **Please be noted that this fax does not intend to call for the nomination of additional officers above the strength limits.** Nominated officers will be deployed to the Mission either within the scheduled rotations or special requests for specific expertise (Specialized Police Team). Timely replacement of outgoing police officers is essential for field missions' continuity

and effectiveness. PCCs are requested to monitor the rotation schedule of their contingents and nominate adequate and timely replacement of outgoing UNPOL officers at least three months prior to an upcoming rotation in accordance with the specific operational requirements of a particular field mission.

7. Please note that upon arrival in Mission area, the officers may be assigned any tasks in any region of the field missions and any pillar of the UN Police Components, subject to the operational need and applicants' expertise, qualification and experience identified during the selection process. The specificity of the most of the missions mandates demand readiness from the UNPOL officers to implement mandated tasks in harsh service conditions they may face in the Mission area.

8. Please be kindly reminded that the electronic application forms (EASP) should be used by the candidates for deployment as UNPOL (non-contracted seconded) officers. The form must be duly filled out electronically, signed by an applicant and submitted to the Police Division through the Permanent Mission to the UN. We also attach the updated application procedures in this regard. Valid passports copies must be submitted along with the application forms. Submission of Medical forms (MS2) is also highly desirable at the time of nomination.

9. The Police Division wishes to remind that the Government has to ensure in writing that each candidate it nominates has not been convicted of, or is not currently under investigation or being prosecuted for, any criminal or disciplinary offence, or any violations of international human rights law or international humanitarian law. In the case of nominees who have been investigated for, charged with or prosecuted for any criminal offence, with the exception of minor traffic violations (driving while intoxicated or dangerous or careless driving are not considered minor traffic violations for this purpose), but were not convicted, the Government is requested to provide information regarding the investigation(s) or prosecutions concerned. The Government is also requested to certify that it is not aware of any allegations against its nominated candidates that they have committed or been involved, by act or omission, in the commission of any acts that may amount to violations of international human rights law or international humanitarian law.

10. The national authorities are also requested to certify that there was no corruption or fraud in the nomination of police officers on secondment to the United Nations. Should the Police Division become aware of allegations of corruption or fraud in the nomination or extension procedures of police officers on secondment, this may constitute grounds to revoke its acceptance of such personnel to serve in the United Nations as well as suspension of any future police deployments from the contributing country concerned. **Nominations without the above-mentioned certification will not be accepted.**

11. The Police Division offers these clarifications in a spirit of improving police service to the field missions. This can only be achieved through enhanced screening of highly qualified police personnel provided by the PCC through its Permanent Mission. As always, your continued support to United Nations peace operations is greatly appreciated.

Best regards,

Drafted by: Mr. Dmytro Oschepkov
Police Recruitment Officer
Room DC1-0776
E-mail: oschepkov@un.org
Tel: 917-367-5172

Cleared by: Mr. Ata YENIGUN
Chief Selection and Recruitment
Section
Police Division/OROLSI/DPKO

**APPLICATION PROCEDURES FOR NON-CONTRACTED POSITIONS
IN UNITED NATIONS POLICE COMPONENTS IN PEACEKEEPING OPERATIONS OR
SPECIAL POLITICAL MISSIONS REQUIRING OFFICIAL SECONDMENT FROM
NATIONAL GOVERNMENTS OF UN MEMBER STATES**

Outlined below are the procedures to be followed by Permanent Missions for the presentation of candidates for assignment with peacekeeping operations or special political missions requiring secondment from active Police service. In the interest of promoting an orderly process and to avoid delay in the consideration of applications, Permanent Missions are respectfully requested to adhere closely to these procedures.

1. The above mentioned posts are reserved for candidates recommended by Member States through their Permanent Missions to the United Nations. Candidates applying independently will not be considered. It is requested that applications be submitted as soon as possible but not later than deadline specified in each Job Opening announcement or at least 3 months prior to the scheduled rotation. Applications received after the deadline will not be considered.
2. All applications must be submitted on a duly completed (typed) and signed United Nations Electronic Application for Seconded Police (EASP). Applications using other formats will not be accepted, but additional information may be attached to the EASP. For the convenience of the Permanent Missions, an EASP form is enclosed as a sample. The EASP form is to be used for applications for the seconded non-contracted posts only.
3. Candidates' passport copies must be submitted along with the EASP forms. Passports validity must be at least 18 months at the date of nomination.
4. Selection for service with the United Nations is made on a competitive basis. It is therefore essential that all the application forms are completed with a view to presenting the candidates qualifications and experiences as they relate to the required skillset/area of expertise as set out in the relevant Job Description. All sections of the EASP, including the "DECLARATION OF DISCIPLINARY CLEARANCE" (section 12), must be filled out with all necessary details of applicant's career and background.
5. In accordance with the Policy on Human Rights Screening of UN Personnel, Permanent Mission is requested to provide human rights certification for all nominees. The following language must be included in a nomination note verbal: ***"The Government of is hereby confirming that none of the nominated candidates has been convicted of, or is not currently under investigation or being prosecuted for, any criminal or disciplinary offence, or any violations of international human rights law or international humanitarian law. The Government of also certifies that it is not aware of any allegations against the nominated candidates that they have committed or been involved, by act or omission, in the commission of any acts that may amount to violations of international human rights law or international humanitarian law."***
6. The national authorities are also requested to certify that there was no corruption or fraud in the nomination of police officers on secondment to the United Nations. Should the Secretariat become aware of allegations of corruption or fraud in the nomination or extension procedures of police officers on secondment, this may constitute grounds to revoke its acceptance of such personnel to serve in the United Nations as well as suspension of any future police deployments from the contributing country concerned. **Nominations without the above-mentioned certification will not be accepted.**
7. Permanent Mission is requested to present its candidates in one single submission under a cover of a note verbale listing the names of the candidates and the corresponding vacancy announcement, in accordance with the deadline specified in the Job Description, or the rotation schedule of its national police contingent in the specific mission. For the convenience of the Permanent Mission a table is attached to be used and photocopied as needed for listing its candidates. The table/list must clearly display the skill set(s) of each nominee and category in which he/she is expected to be deployed. **The nominations without the duly filled table will not be accepted.**

8. It is highly desirable that a Permanent Mission submits the Medical Forms (MS2) of the candidates along with the electronic application forms (EASP) and passport copies or at least as soon as possible after the clearance of the nominations for the deployment.
9. Applications can be either hand-delivered on a USB drive/CD by Permanent Mission to the Police Division Selection and Recruitment Section, Office of Rule and Law and Security Institutions, Department of Peacekeeping Operations at **1 UN Plaza, 7th floor, room DC1 -.....**, or e-mailed to the respective desk officer of the Selection and Recruitment Section of the Police Division. EASP, passport and MS2 form for each nominee should be submitted in separate files.
10. Upon delivery of the applications, the Selections and Recruitment Section will acknowledge the receipt to the individual making the delivery.
11. Communication regarding this process will be maintained through the Permanent Mission only.

December 2017

Areas of SGF	Required Experts' Profiles	UNMIK	UNFICYP	UNMISS	UNAMID	UNISFA	MONUSCO	MINUSCA	MINUSMA	MINUJUSTH	UNSOM	UNSMIL	UNIOGBIS
3 Capacity Building and Development (incl. civilian experts)	3.23. Fire Prevention and Fire Fighting, Civil Protection, Natural Disasters management								2				
	3.24. Crime investigation (crime scene management, suspect/witness interviewing, human rights violation etc.)			10	14		8	10	8				
	3.25. Criminal intelligence analysis and management	2	1	6	2		2	2	2	1			
	3.26. Criminal records/data base management			10	5		2	3	2				1
	3.27. Forensic, including crime scene and evidence preservation, fingerprints, ballistics, firearm examination, DNA, pathology, handwriting and fraudulent documents identification, money counterfeiting, etc.			4	2		4		10	1			
	3.28. Traditional policing (paramount, tribal, nomad-focused, etc.)			12				8			1		
	3.29. Cyber crime						3		2				
3.30. Other (to be specified)							10						
4 **Administration	4.1. Logistics, asset management, fleet management				58		2	1	2	14	1		
	4.2. Human resources management.			4	93		2	3	2	17	1		
	4.3. Internal affairs, discipline management, professional standards		1	5	4		2	1	2				
Areas of SGF	Required Experts' Profiles	UNMIK	UNFICYP	UNMISS	UNAMID	UNISFA	MONUSCO	MINUSCA	MINUSMA	MINUJUSTH	UNSOM	UNSMIL	UNIOGBIS
4 **Administration	4.4. Audit/inspection of police units;			4	7		4		1	2			
	4.5. Public relations			4	5		2	1	1				
	4.6. Legal support, drafting of police acts, policies and guidelines.			2	5		1		1		1		
	4.7. Weaponry: armory management and inspection, gunsmith, weapon safety and storage, shooting range construction, explosives			2			5	1	1				
	4.8. IT: database development and administration, system design, computer programming, network specialists.		1	8	12		2	2	1				
	4.9. Other (to be specified)							2		1*			

MINUJUSTH	The mission is in demand for 7 Drone operators and 1 MAOC Officer (Mission Air Operation Centre), 1 Human Rights Officer, 1 Gender advisor as well as 1 upper level training advisor for the HNP Academy.
UNFICYP	Due to the authorized strength, the Mission would prefer IPOs having multiple, required skill sets. The numbers noted does not reflect strength in numbers, but required skills. The Mission is particularly in need for IPOs within the fields of management, organizational planning, liaison, community policing, as well as trainers and curriculum developers.
UNAMID	Essential number of officers possessing the expertise in the areas of SGBV and crime prevention (community policing), which will be utilised within the framework of protection of civilians. In addition to the specialised police teams, the "general" trainers, as well as specialists in train-the-trainers are needed to deliver training to the local police.
UNISFA	The prioritised areas of expertise required for the mission are SGBV, protection of civilians (child, women and other vulnerable people), community policing, curriculum/training plans development.
UNMIK	Due to the limited authorized strength, the Mission would prefer IPOs having multiple skill sets. The numbers noted does not reflect strength in numbers, but required skills. The Mission is particularly in need for IPOs within the fields of management, organizational planning, liaison, crime prevention, project management, transnational crime operations/INTERPOL, crime intelligence. The nominees are to possess good report writing and drafting skills.
UNMISS	The Mission is in high need for the skills in the areas of protection of civilians, training (general training delivery, train-the-trainers, curriculum and training plans development), livestock protection, crime management (investigation, crime intelligence, crime record/data base management), operations (command level to manage operations within POC sites), public order management (FPU related).

GUIDANCE ON THE UNPOL SELECTION AND DEPLOYMENT WITHIN THE NEW RECRUITMENT STREAMS

New Recruitment Streams

In an effort to enhance efficiency and transparency in the deployment of qualified police personnel with the requisite skills, the Police Division has developed separate recruitment streams for the categories of:

- (a) police command (COM);*
- (b) police operations (OPS);*
- (c) police capacity-building and development (CBD); and*
- (d) police administration (ADM)*

These new recruitment streams align with the Strategic Guidance Framework and respond to recent review of policing in peace operations. This initiative is aimed to have separate recruitment streams for the deployment of police personnel that will be employed according to the four functional areas identified to accomplish the different tasks of the current policing mandates.

The skill sets required for the implementation of the above activities are grouped and synchronized with the above categories. The nomination of police personnel for the service with the UN Police field components should be made according to the skill set outlined in the attached table. The national government can nominate the candidate(s) in one or two categories of skill sets; this should be clearly articulated in the Note Verbal and the list of personnel, which is to be attached to the Note Verbal.

Initial Deployment

The nominees possessing the skill sets in the category of Capacity Building and Development may be considered for initial deployment for two years subject to an operational need for that particular expertise and the proof of their capacity through the additional interview. The initial deployment of Specialised Police Teams can also be proposed for two years.

The Police Division would seek the Police Contributing Country's (PCC) acceptance of this modality through the relevant statement in the nomination Note Verbal.

The final decision on the duration of initial deployment will also be the subject to the endorsement by the Head of Police Component (HOPC) in a specific mission, in addition to satisfying the required qualification criteria. If the PCC or HOPC does not endorse the deployment for two years, the nominee(s) will be initially deployed according to the current common practice, i.e. for one year.

Female candidates may be considered for deployment of 6 months if so requested by PCC.

Nominated officers will be deployed to the Missions either within the framework of current PCCs' scheduled rotations or according to the special requests for specific expertise (e.g.

Specialized Police Teams). No increase of national UNPOL contingents in field missions is foreseen within this initiative unless otherwise specifically requested.

Member States, which are not currently active PCCs but willing to contribute their police personnel to the peacekeeping operations and/or special political missions may nominate individual police officers for specific mission(s) according to the current Guidance and attached Nomination Procedures. Their deployment will be subject to missions' absorption capacity and available vacancies.

Current active PCCs willing to deploy their individual police officers to the peacekeeping operations others than those where they contribute to, may consider nominating candidates if they meet qualification and skill set requirements and the mission of their interest has necessary absorption capacity and relevant vacancies.

Extension

Upon the request of the HOPC, the officers deployed within the category of Capacity Building and Development can be considered for a 1-year tour of duty (TOD) extension upon the completion of their assignment (one- or two-year), subject to their appropriate performance and medical clearance in the mission, operational need and concurrence of the national government.

Rotations

Timely replacement of outgoing police officers is essential for field mission's continuity and effectiveness. In this regard, the PCCs are requested to monitor the rotation schedule of their contingents and nominate adequate and timely replacement of outgoing UNPOL officers at least four months prior to an upcoming rotation in accordance with the specific operational requirements of a particular field mission.

Conditions of Service

Upon arrival in Mission area, the officers may be deployed in any region of the field missions and any pillar of the UN Police Components according to their expertise, qualification and experience identified during the selection process. The specificity of the most of the missions mandates demand readiness from the UNPOL officers to implement mandated tasks in harsh service conditions they may face in the Mission area.

Nomination procedures

The electronic application forms (EASP) should be used by the candidates nominated for deployment as UNPOL (non-contracted seconded) officers. The form must be duly filled out electronically, signed by the applicant and submitted to the Police Division through the Permanent Mission to the UN. Updated application procedures are attached. **Valid passports copies must be submitted along with the application forms. Submission of Medical forms (MS2) is also highly desirable at the time of nomination.**

25 January 2017

United Nations

Job Description for Position requiring official secondment from national governments of Member States of the United Nations Organization in the area

CAPACITY BUILDING AND DEVELOPMENT (Civilian Personnel)

Post title and level	Civilian Expert for UN Police Component – Capacity Building and Development, seconded (non-contracted, non-uniformed)
Organizational Unit Duty Station	United Nations Mission (Peacekeeping or Special Political) Within the Mission area according to the operational requirements
Reporting to	Police Commissioner through the established chain of command
Duration	12-24 Months (extendible)
Deadline for applications	within the regular rotations during the next 6 months

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

RESPONSIBILITIES:

The incumbent may be deployed as civilian expert in some of the areas of technical support, which may not require police experience and active police service. In this case s/he will serve in non-uniformed capacity performing specific duties according to her/his specialization. The same chain-of-command principles and terms and conditions of recruitment and service will be applied to her/him as to the uniformed personnel.

Under the authority of the direct supervisor within the organizational structure of the UN Mission Police component and within the limits of delegated authority, the Civilian Expert will be deployed to the field UN Police Component and assigned duties in the area of capacity building and development. S/he will be responsible for, but not limited to, the performance of one or few of the following duties:

- Advise on the preparation of plans and programs related to institutional development and organizational planning for the effective and efficient administration and operation of the local police; carry out special researches in this regard and manage the relevant projects;
- Assist (Senior) UN Police Reform Adviser/Officer in the development and implementation of police reform and restructuring plans and projects.
- Provide advisory support to the local police in translating strategic policies into concrete action for the smooth implementation of capacity-building projects through advising, coaching, mentoring, co-location and training.
- Where applicable, provide technical advice and assistance to the local police on countering all types of crime including but not limited to illicit trafficking in narcotics, sexual and gender-based violence, transnational and organized crime etc.
- Provide advisory and technical assistance to the local police on conflict prevention and conflict resolution.

- Plan, develop and implement donor aid projects so that mission mandated goals, priorities and vision are effectively supported by donor contributions. Coordinate donor's support and investments into local police capacity building programs.
- Participate in the training need analysis aimed at the identification of local police and other law enforcement's capacity gaps and deficiencies;
- Assist the local police in developing training strategies and delivering training to the trainees in various areas of policing when necessary.
- In close coordination with local police training staff, assist in developing curriculums, lesson plans, and prepare appropriate learning materials, guide books, manuals and all other instructional materials as necessary; deliver training when required.
- Provide expert assistance to the local police in the development of long-terms and short-term strategies in the areas of procurement, logistics, asset management, fleet management, tenders and contracts, budgeting, strategic financial planning, optimization of payroll system, carrying out financial auditing.
- Providing consultative or advisory support to the local police in conceptualizing, developing and establishing effective systems in various areas of police technical support, including but not limited to weaponry, informational technologies, communication, police surveillance, public information, civil engineering, medicine etc.
- Perform other duties as may be required by the UNPOL leadership within the framework of mandate implementation.

COMPETENCIES:

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

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

Communication: Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed. Demonstrates ability to draft/edit a variety of written reports.

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

QUALIFICATIONS:

Education: Graduation from a civilian, non-police university level training institution specialized in preparing

experts in the required area of specialization. University degree in related field is desired.

Work Experience: A minimum of 5 years of relevant experience in one or several of the following areas required: project/program management, institutional building, organizational planning, strategic planning, reform and restructuring, security sector reform, conflict management, administration, logistics and financial management, technical support; training experience in one of the above areas is highly desirable. Specific experience in training, specifically: training curriculum development, management of training process organization, training delivery both academic and in-service (various levels); training-the-trainers (certification required); experience in methodic support of training process) – required (where applicable). Peacekeeping or other international experience in the UN or other organizations, particularly in the listed areas is an advantage.

Languages: English and French are the working languages of the UN. Depending on the Mission, fluency in oral and written English and/or French may be required. Knowledge of another official UN language may be an advantage.

Assessment for Mission Service: Although the civilian expert is not the subject to a full Assessment for Mission Service (AMS) applied to uniformed personnel, her/his expert qualification, language proficiency and driving skills (if required) will be tested according to standing rules and regulations.

Preference will be given to equally qualified women candidates.

Date of Issuance: 25 January 2017

<http://www.un.org/en/peacekeeping/sites/police>

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

United Nations

Job Description for Position requiring official secondment from national governments of Member States of the United Nations Organization in the area of

CAPACITY BUILDING AND DEVELOPMENT (Uniformed Police Personnel)

Post title and level	Police Adviser – seconded (non-contracted)
Organizational Unit	United Nations Mission (Peacekeeping or Special Political)
Duty Station	Within the Mission area according to the operational requirements
Reporting to	Police Commissioner through the established chain of command
Duration	12-24 Month (extendible)
Deadline for applications	within the regular rotations during the next 6 months

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

RESPONSIBILITIES:

Under the authority of the direct supervisor within the organizational structure of the UN Mission Police component and within the limits of delegated authority, the UN Police Adviser for Capacity Building and Development will be responsible for, but not limited to, the performance of one or few of the following duties:

- Advise on the preparation of plans and programs related to institutional development and organizational planning for the effective and efficient administration and operation of the local police; carry out special researches in this regard and manage the relevant projects;
- Assist (Senior) UN Police Reform Adviser/Officer in the development and implementation of police reform and restructuring plans and projects.
- Provide advisory support to the local police in translating strategic policies into concrete action for the smooth implementation of capacity-building projects through advising, coaching, mentoring, co-location and training.
- Provide advisory support to the local police in the formulation and implementation of internal procedures and mechanisms to enable effective, accountable and professional crime management and crime prevention practices.
- Assist the local law enforcement in crime trend analysis and the development of relevant anti-crime strategies.
- Provide technical advice and assistance to the local police on countering all types of crime including but not limited to illicit trafficking in narcotics, sexual and gender-based violence, transnational and organized crime etc.
- Provide advisory and technical assistance to the local police on conflict prevention and conflict resolution.
- Plan, develop and implement donor aid projects so that mission mandated goals, priorities and vision are effectively supported by donor contributions. Coordinate donor's support and investments into local police capacity building programs.

- Participate in the training need analysis aimed at the identification of local police and other law enforcement's capacity gaps and deficiencies;
- Assist the local police in developing training strategies and delivering training to the trainees in various areas of policing when necessary.
- In close coordination with local police training staff, assist in developing curriculums, lesson plans, and prepare appropriate learning materials, guide books, manuals and all other instructional materials as necessary; deliver training when required.
- Plan, co-ordinate, develop and conduct appropriate induction training for incoming UN Police personnel; facilitate and supervise other internal training activities organized within the UN Mission and aimed at UN personnel's capacity building.
- Carry out liaison duties between the UN Police component and other mission stakeholders, as well as UN Country Team, local authorities, NGOs and external counterparts within the framework of capacity building and development of the local police.
- Advise the local police on the whole range of police infrastructure administration, acting as a mentor of their administrative activities and providing advisory support in the relevant area of expertise through observation and guidance, assisting in improving their skills and knowledge to adopt the best practices.
- Provide expert assistance to the local police in the development of long-terms and short-term strategies in the areas of procurement, logistics, asset management, fleet management, tenders and contracts, budgeting, strategic financial planning, optimization of payroll system, carrying out financial auditing.
- Providing consultative or advisory support to the local police in conceptualizing, developing and establishing effective systems in various areas of police technical support, including but not limited to weaponry, informational technologies, communication, police surveillance, public information, civil engineering, medicine etc.
- Perform other duties as may be required by the UNPOL leadership within the framework of mandate implementation.

COMPETENCIES:

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

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

Communication: Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed. Demonstrates ability to draft/edit a variety of written reports.

Teamwork: Works collaboratively with colleagues to achieve organizational goals; solicits inputs by

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

QUALIFICATIONS:

Education: Graduation from Police College or Academy or other recognized law enforcement educational institution is required. University degree in related field (law, law enforcement, security, forensic, criminology etc.) is highly desirable. Specialized training in police reform, strategic planning, project management, training management, certification in train-the-trainers and training delivery is an asset.

Work Experience: A minimum of 7 years of active relevant experience in police or other national law enforcement in one or several of the following areas required: project/program management, institutional building, organizational planning, strategic planning, security sector reform, police reform and restructuring, conflict management, technical support; training experience in one of the above areas is highly desirable. Specific experience in training, specifically: training curriculum development, management of training process organization, training delivery both academic and in-service (various levels); training-the-trainers (certification required); experience in methodic support of training process) – required (where applicable). Peacekeeping or other international experience in the UN or other organizations, particularly in the listed areas is an advantage.

Languages: English and French are the working languages of the UN. Depending on the Mission specificity fluency in oral and written English and/or French may be required. Knowledge of another official UN language(s) may be an advantage.

Assessment for Mission Service: All candidates should be cleared through an Assessment for Mission Service (AMS) either by a Selection Assistance and Assessment Team (SAAT) deployed to a Member State or on the basis of an in-mission AMS upon arrival of the candidates. Failure to pass the in-mission assessment will result in candidate's repatriation. All repatriation related expenses in this case are to be borne by the Member State. Therefore, the Member States are strongly encouraged to request a SAAT to conduct an AMS in the Member State prior to the police personnel deployment.

Preference will be given to equally qualified women candidates.

Date of Issuance: 25 January 2017

<http://www.un.org/en/peacekeeping/sites/police>

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

United Nations

Job Description for Position requiring official secondment from national governments of Member States of the United Nations Organization in the area of

POLICE COMMAND

Post title and level	Police Officer - seconded (non-contracted)
Organizational Unit	United Nations Mission (Peacekeeping or Special Political)
Duty Station	Within the Mission area according to the operational requirements
Reporting to	Head of Police Component through the established chain of command
Duration	12 Month (extendible)
Deadline for applications	within the regular rotations during the next 6 months

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

RESPONSIBILITIES:

Under the authority of the direct supervisor within the organizational structure of the UN Mission Police component and within the limits of delegated authority, the UN Police Officer for Command will be responsible for, but not limited to, the performances of one or few of the following duties:

- Perform the full range of duties in the areas related to the management and supervision of the pillar/projects/regions and individual police officers (IPOs) within the UN Police component at the Headquarters or field level;
- Oversee and monitor the deployment of individual police officers and allocation of related resources to meet operational requirements of the pillar.
- Oversee the operational planning; provide efficient command and control of operations with the involvement of UN Police units and/or IPOs within his/her area of responsibility (AOR).
- Contribute to the organizational planning process within various pillars of UN Police component.
- Manage security of the subordinate UN police personnel, address any issues related to their morale, welfare, work accountability, time accountability, impact on work related environmental conditions, fair and equitable treatment, and other related matters or principles regarding work force management and accountability.
- Oversee logistic and administrative issues insuring efficient operational functioning of the subordinate structure; maintain in-service training and capacity building of the subordinate personnel.
- Ensure coordination and smooth implementation of capacity building and development projects, reform and restructuring plans and programs, donor aid support of the local police and other law enforcement within his/her AOR.
- Carry out liaison functions between the UN Police component and other mission stakeholders, as well as UN Country Team, local authorities, NGOs and external counterparts within the framework of mandate implementation and in accordance with the post specific duties.

- Perform other duties as may be required by the UNPOL leadership within the framework of mandate implementation.

COMPETENCIES:

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

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

Communication: Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed. Demonstrates ability to draft/edit a variety of written reports.

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

Leadership: Serves as a role model that other people want to follow; empowers others to translate vision into results; is proactive in developing strategies to accomplish objectives; establishes and maintains relationships with a broad range of people to understand needs and gain support; anticipates and resolves conflicts by pursuing mutually agreeable solutions; drives for change and improvements; does not accept the status quo; shows the courage to take unpopular stands.

QUALIFICATIONS:

Education: Graduation from Police College or Academy or other recognized law enforcement educational institution is required. Specialized police management/command training is an advantage. University degree in related field (law, law enforcement, security, forensic, criminology etc.) is desired.

Work Experience: A minimum of 7 years of active relevant experience in police or other national law enforcement in one or several of the following areas required: project/program management, institutional building, organizational planning, strategic planning, police reform and restructuring, interagency liaison. Direct supervision/command of police units is required. Training experience in one of the above areas is an asset. Peacekeeping or other international experience in the UN or other organizations, particularly in the listed areas is an advantage.

Languages: English and French are the working languages of the UN. Depending on the Mission specificity fluency in oral and written English and/or French may be required. Knowledge of another official UN language may be an advantage.

Assessment for Mission Service: All candidates should be cleared through an Assessment for Mission Service (AMS) either by a Selection Assistance and Assessment Team (SAAT) deployed to a Member State or

on the basis of an in-mission AMS upon arrival of the candidates. Failure to pass the in-mission assessment will result in candidate's repatriation. All repatriation related expenses in this case are to be borne by the Member State. Therefore, the Member States are strongly encouraged to request a SAAT to conduct an AMS in the Member State prior to the police personnel deployment.

Preference will be given to equally qualified women candidates.

Date of Issuance: 25 January 2017

<http://www.un.org/en/peacekeeping/sites/police>

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

United Nations

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

POLICE OPERATIONS

Post title and level	Police Officer – seconded (non-contracted)
Organizational Unit	United Nations Mission (Peacekeeping or Special Political)
Duty Station	Within the Mission area according to the operational requirements
Reporting to	Police Commissioner through the established chain of command
Duration	12 Month (extendible)
Deadline for applications	within the regular rotations during the next 6 months

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

RESPONSIBILITIES:

Under the authority of the direct supervisor within the organizational structure of the UN Mission Police component and within the limits of delegated authority, the UN Police Officer for Operations will be responsible for, but not limited to, the performances of one or few of the following duties:

- Participate in planning and/or running critical police/security operations in regard to elections, demonstrations, public events, police raids in the mission area organized by the UN Police.
- Carry out routine police patrols (independently or jointly with the local police) in the area of responsibility (AOR).
- Participate in various police operations in the capacity of Special police (SWAT, rapid reaction units, antiterrorist, undercover operations) when applicable to maintain public order, address special occurrences in support of local police's efforts or when the local law enforcement don't exist or non-operational.
- Coordinate activities related to the deployment and use of UN formed police units (FPUs), including joint operational planning (with FPU) in addressing public order, riot control situations, patrolling, securing facilities, escorting convoys and individual UN police officers (IPOs) when required, providing security for humanitarian aid delivery operations, administering contingents owned equipment (COE), participating in routine inspection of FPU COE, addressing training, logistic and welfare challenges facing FPU in the AOR.
- Perform a range of mandated duties related to the protection of civilians (POC), including child, women and vulnerable people protection (GCVPP, SGBV, conflict related sexual violence) both within the sites established for internally displaced persons (IDPs) and refugees, and beyond them.
- In POC sites (where applicable), carry out crime prevention measures within the mandated tasks, including introduction of community policing models to the local communities, perform incident control and search and rescue operations, establish security procedures.
- Liaise and collaborate closely with other UN Mission operational pillars (Military, DSS, Corrections) on operational support and security of UN Police component.

- Provide assistance to the local police in planning and organizing various critical (elections, demonstrations, public events etc.) and routine (patrols, escorting, public order etc.) police operations.
- Be aware of Mission standing security arrangements and regularly participate in evacuation drills and exercises.
- Depending on the occupational assignment, prepare various reports on UNPOL and local police activities, overall security situation, accidents and incidents, high profile events and occurrences, achievements and challenges facing the UN Police component and local counterparts.
- Perform other duties as may be required by the UNPOL leadership within the framework of mandate implementation.

COMPETENCIES:

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

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

Communication: Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed. Demonstrates ability to draft/edit a variety of written reports.

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

QUALIFICATIONS:

Education: Graduation from Police College or Academy or other recognized law enforcement educational institution is required. Specialized training in related field is highly desirable.

Work Experience: A minimum of 5 years of active relevant experience in police or other national law enforcement in one or several of the following areas required: Planning and running critical police/security operations in regard to elections, demonstrations, public events etc., public order (FPU-related), VIP protection and security, traffic management, including all vehicles related policing issues, security of airports and other large strategic infrastructures, border security, customs, riverside police, immigration etc., transnational crime operations, INTERPOL, illicit trafficking in drugs, weapons and human beings, special police (SWAT, rapid reaction units, antiterrorist, undercover operations), livestock protection, fire prevention and firefighting, paramilitary operations. Training experience in one of the listed areas is desirable. Peacekeeping or other international experience in the UN or other organizations, particularly in the listed areas is an advantage.

Languages: English and French are the working languages of the UN. Depending on the Mission specificity fluency in oral and written English and/or French may be required. Knowledge of another official UN language(s) may be an advantage.

Assessment for Mission Service: All candidates should be cleared through an Assessment for Mission Service (AMS) either by a Selection Assistance and Assessment Team (SAAT) deployed to a Member State or on the basis of an in-mission AMS upon arrival of the candidates. Failure to pass the in-mission assessment will result in candidate's repatriation. All repatriation related expenses in this case are to be borne by the Member State. Therefore, the Member States are strongly encouraged to request a SAAT to conduct an AMS in the Member State prior to the police personnel deployment.

Preference will be given to equally qualified women candidates.

Date of Issuance: 25 January 2017

<http://www.un.org/en/peacekeeping/sites/police>

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

United Nations

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

POLICE ADMINISTRATION

Post title and level	Police Officer - seconded (non-contracted)
Organizational Unit	United Nations Mission (Peacekeeping or Special Political)
Duty Station	Within the Mission area according to the operational requirements
Reporting to	Police Commissioner through the established chain of command
Duration	12 Month (extendible)
Deadline for applications	within the regular rotations during the next 6 months

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

RESPONSIBILITIES:

Under the authority of the direct supervisor within the organizational structure of the UN Mission Police component and within the limits of delegated authority, the UN Police Officer for Administration will be responsible for, but not limited to, the performances of one or few of the following duties:

- Perform the duties in one or few areas related to the UN Police component administrative support, including but not limited to: human resources management, logistics, asset management, fleet management, supply, budget preparation, internal affairs and discipline management, audit/inspection of UN police pillars, public relations, technical expert support on weaponry, including armory management and inspection, gunsmith, weapon safety and storage, shooting range construction, explosives use, maintenance, record and utilization, technical expert support on information technologies, including database development and administration, system design, computer programming, network administering etc.
- Provide advisory support to the UNPOL leadership on legal issues, including on the development of policies and guidelines.
- Liaising and collaborating closely with other UN Mission administrative pillars on administrative support of UN Police component, including work in Mission Joint Logistic Operations Center (JLOC).
- Perform other duties as may be required by the UNPOL leadership within the framework of mandate implementation.

COMPETENCIES:

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

Planning and Organizing: Develops clear goals that are consistent with agreed strategies; identifies

priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

Communication: Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed. Demonstrates ability to draft/edit a variety of written reports.

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

QUALIFICATIONS:

Education: Graduation from Police College or Academy or other recognized law enforcement educational institution is required. Specialized training in administration related field is an advantage. University degree in related field (law, law enforcement, security, business and/or public administration, finances, human resources management, logistics, procurement etc.) is an asset.

Work Experience: A minimum of 5 years of active relevant experience in police or other national law enforcement in one or several of the following areas required: police infrastructures administration, fiscal management, budget development, payroll system management, financial auditing, procurement, logistics, asset management, fleet management, tenders and contracts, human resources management, internal affairs, discipline management, audit/inspection of police units, legal support, drafting of police acts, policies and guidelines. Training experience in one of the above areas is an asset. Peacekeeping or other international experience in the UN or other organizations, particularly in the listed areas is an advantage.

Languages: English and French are the working languages of the UN. Depending on the Mission specificity fluency in oral and written English and/or French may be required. Knowledge of another official UN language(s) may be an advantage.

Assessment for Mission Service: All candidates should be cleared through an Assessment for Mission Service (AMS) either by a Selection Assistance and Assessment Team (SAAT) deployed to a Member State or on the basis of an in-mission AMS upon arrival of the candidates. Failure to pass the in-mission assessment will result in candidate's repatriation. All repatriation related expenses in this case are to be borne by the Member State. Therefore, the Member States are strongly encouraged to request a SAAT to conduct an AMS in the Member State prior to the police personnel deployment.

Preference will be given to equally qualified women candidates.

Date of Issuance: 25 January 2017

<http://www.un.org/en/peacekeeping/sites/police>

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