



Organization for Security and Co-operation in Europe

Director for Human Resources

Vienna, 03 March 2010

To: All OSCE Delegations in Vienna

SUBJECT: VACANCY IN THE OSCE MISSION TO BOSNIA AND HERZEGOVINA

The OSCE Mission to Bosnia and Herzegovina has identified the following vacancy that needs to be filled as soon as possible:

Director of Security and Co-operation 1 position

Delegations should identify qualified candidates and submit the OSCE Application Forms to the Recruitment Section (Seconded)/Department of Human Resources, in the Secretariat. Please note that the deadline for the submission of applications is 31 March 2010.

The vacancy notices can also be found on the OSCE website (www.osce.org).

Initial secondment for a period of at least one year is envisaged.



Organization for Security and Co-operation in Europe

Vacancy Notice Number: VNBAHS00445
Vacancy Type: International Seconded
Field of Expertise: MILITARY AFFAIRS
Functional Level (LoPC): SENIOR MANAGEMENT
Post Title: DIRECTOR OF SECURITY CO-OPERATION
OSCE Mission/Institution: OSCE Mission to Bosnia and Herzegovina
Duty Station: Sarajevo, Bosnia and Herzegovina
No. of Positions: 1
Date of Entry on Duty: 16-May-2010
Vacancy Notice Issue Date: 03-Mar-2010
Deadline for Application: 31-Mar-2010

General Minimum Requirements

The general minimum requirements for working with the OSCE are:

- Excellent physical condition
- Possession of a valid automobile driving license and ability to drive using manual transmission
- Ability to cope with physical hardship and willingness to work extra hours and in an environment with limited infrastructure

Field of Expertise Requirements

The general minimum requirements for working in this field of expertise are:

- Officer / Warrant Officer training and/or university degree in a relevant technical field
- Significant experience in arms control, peace-keeping operations and/or other relevant areas of military-related affairs
- Experience in negotiations and liaison with governmental and military authorities
- Ability to compile and analyse information of a political-military nature

Level of Professional Competence Requirements

Furthermore, this level of responsibility requires the following:

Education:

Advanced education/certified training course in relevant field. Advanced degree in a management discipline an asset

Experience:

Minimum 10 years relevant, diversified and progressively responsible professional experience including at least 5 years at the management level relevant to the actual position

Mission Specific Requirements

Additionally, this particular post has specific requirements: Mandatory:

- Senior defence or security policy expert, military or civilian, of at least Brigadier General rank or civilian equivalent

- Extensive experience in the field of security policy and politico-military affairs
- Comprehensive understanding of defence and security matters both within European and Euro-Atlantic Security and Defence Structures
- Thorough knowledge of Dayton Peace Accords, Bosnia and Herzegovina Defence Reform issues and key OSCE politico-military documents
- Experience in preparing concept and position papers and in delivering briefings and presentations to diverse groups, including top-level audiences
- Good interpersonal and diplomatic skills, including a strong impetus on objectivity and impartiality in a complex political and cultural environment
- Advanced computer skills and ability to work with Microsoft Office programs
- Professional fluency in English language including the relevant politico-military terminology
- Willingness to work extra hours and to travel frequently within Bosnia and Herzegovina and abroad

Desirable:

- Experience in defence conversion issues (e.g. demobilisation, base and/or defence industry conversion)
- Knowledge of the local language or most common lingua franca spoken in the mission area

Tasks and Responsibilities

The Director of the Department of Security Co-operation (DSC) directs all defence and security activities carried out by the Department of Security Co-operation with the Bosnia and Herzegovina authorities, with the International Community and with the Office of the Personal Representative of the Chairman-in-Office for Article IV in Vienna. He/she also advises the Head of Mission (HoM) and other senior Mission officials, Mission departments and other organizations as required, on all relevant defence and security policy issues. Specific duties include:

1. Directs and supervises work of DSC staff to ensure that the outputs are in accordance with the Mission and Department Implementation Plans;
2. Ensures that Security Co-operation Programme assists and supports Bosnia and Herzegovina authorities in their efforts to comply with the OSCE politico-military commitments and in the implementation of defence and security sector reforms;
3. Supports the Defence Reform process as appropriate;
4. Provides expert defence and security policy advice to the Head of Mission and represents him as necessary at related forums in the Bosnia and Herzegovina and abroad;
5. Ensures that the instructions in respect of Article IV (of Annex 1b of the Dayton Peace Accords) of the Personal Representative of the Chairman-in-Office for Article IV are carried out effectively; participates in meetings organised by the Personal Representative (Sub-Regional Consultative Commission, Article IV review, Annual Information Exchange) as required. Provides assistance and support to the Personal Representative in other areas within capabilities;
6. Represents OSCE Mission to Bosnia and Herzegovina in the Joint Military Commission meetings;
7. As the Security Co-operation Programme manager oversees all personnel, training and budgetary matters within that Department;
8. Performs other duties as required.

The OSCE is committed to achieving a better balance of women and men within the Organization. The nomination of female candidates is particularly encouraged.

Candidates should, prior to applying, verify with their respective nominating authority to which extent financial remuneration and/or benefit packages will be offered.

Please apply to your relevant authorities several days prior to the deadline expiration to ensure timely processing

of your application. Delayed nominations will not be considered.