



Organization for Security and Co-operation in Europe

Director for Human Resources

Vienna, 17 February 2010

To: All OSCE Delegations

Subject: Extension of Deadline for Senior Border Issues Adviser - VNSECS00458 in the OSCE Secretariat

A Vacancy Notice was distributed on 19 January 2010. Upon request of the Deputy Director for Operations Service, CPC please find attached the prolongation of the circulation of the vacancy notice.

Please note that the deadline for applications is now 10 March 2010.



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Vacancy Notice Number: VNSECS00458
Vacancy Type: International Seconded
Field of Expertise: BORDER ISSUES
Functional Level (LoPC):
Post Title: SENIOR BORDER ISSUES ADVISER
OSCE Mission/Institution: OSCE Secretariat, Conflict Prevention Centre/Operations Service
Duty Station: Vienna, Austria
No. of Positions: 1
Date of Entry on Duty:
Vacancy Notice Issue Date: 19-Jan-2010
Deadline for Application: 10-Mar-2010

Background

This position is open for secondment only and participating States are kindly reminded that all costs in relation to assignment at the Secretariat must be borne by their authorities. Candidates should, prior to applying, verify with their respective nominating authority to which extent financial remuneration and/or benefit packages will be offered. Seconded staff members in the OSCE Secretariat and Institutions are not entitled to a Board and Lodging Allowance payable by the Organization.

The Conflict Prevention Centre (CPC) plays a key role in supporting the OSCE's activities in the field and is the focal point in the Secretariat for co-ordinating and developing the OSCE's role in the politico-military dimension. In particular, the CPC is responsible for supporting the Organization's Chairman-in-Office (CiO) and the Secretary General (SG) in implementing OSCE tasks in the area of early warning, conflict prevention, crisis management and post-conflict rehabilitation.

Tasks and Responsibilities

Under the supervision of the Deputy Director of the Conflict Prevention Centre (DD/CPC-OS), the Senior Border Issues Advisor will act as the focal point for border-related issues throughout the OSCE's area of interest and will manage the daily activities of the Operations Service/Borders Team which currently comprises five staff members. The incumbent will contribute to the establishment of an efficient network for information exchange, policy making issues and follow-up action on border-related issues. He/she will be responsible for:

- Contributing to the implementation of the OSCE Border Security and Management Concept by, inter alia, providing technical assistance to the border agencies of the OSCE participating States in assessing their national border management systems and elaborating national border strategies, upon request;
- Advising DD/CPC-OS and, through him/her, the Director/CPC on identified shortfalls in the implementation of border related activities and rectifying such deficiencies and/or proposing corrective action to be initiated;
- Supervising and co-ordinating the work of two Border Advisors, the Customs Advisor and the Programme Management Officer and ensuring that responses to received tasks are made by the Borders Team within the requested timeframe;
- Supervising the planning and implementation of border-related programmes;
- Interacting closely with relevant OSCE Institutions, field operations and Units in the Secretariat, as well as with relevant International Organizations in the implementation of border-related activities, programmes and projects;
- Representing the OSCE at border-related events organized by the OSCE and/or international partner organizations;
- Monitoring developments related to border security and management, including, inter alia, legislative, policing, trafficking, and smuggling activities; planning seminars/workshops, drafting analytical papers and documents, participating in meetings;
- Contributing to the development of lessons learned;

- Performing other related duties as assigned.

Necessary Qualifications

- Advanced university degree in political science, international relations or a related field;
- At least eight years of diverse and progressively responsible professional experience in international security, including at the policy level; specific knowledge of border management issues; at least six years of management experience at a senior level in a challenging international environment;
- Demonstrable capacity for innovation; ability to identify, analyze and propose solutions to emerging border policy issues;
- Strong management and team-leading skills;
- Experience in co-operation with major international organizations and/or research institutions working on border issues;
- Tact and diplomacy in dealing with senior officials and government representatives;
- Computer literacy with ability to operate MS Office, including Word, and e-mail;
- Professional fluency in English with excellent oral and written communication skills, including the ability to draft policy documents and reports; working knowledge of Russian would be an asset;
- Ability to establish and maintain effective working relations with people of different national and cultural backgrounds whilst maintaining impartiality and objectivity.

This post is open for secondment only. Candidates are requested to apply through the OSCE desk of the respective Ministry for Foreign Affairs several days prior to deadline expiration to ensure timely processing of the application. Delayed nominations will not be considered.

The OSCE is committed to achieving a better balance of women and men within the Organization.

The nomination of female candidates is particularly encouraged.

The OSCE is a non-career organization committed to the principle of staff rotation.