

## **END/SNE – JOB DESCRIPTION**

### **Job Framework**

<b><u>Job Title:</u></b>	END/SNE – POL
<b><u>Job Location:</u></b>	Delegation of the European Union to Afghanistan, Kabul
<b><u>Job Number:</u></b>	270710
<b><u>Area of activity:</u></b>	Political Section - Political Officer - Human Rights, Rule of Law, Anti-Corruption
<b><u>Category:</u></b>	AD
<b><u>Duration of secondment:</u></b>	2 years (extension possible up to 4 years)

### **Job Content**

#### **Overall purpose:**

Under the instructions of the Head of Delegation/Deputy Head of Delegation, and under the direct supervision of the Head of the Political Section, when posted in Kabul, and the Special Envoy on Afghanistan when posted in EEAS Headquarters in Brussels,

- To monitor and contribute with the other members of the section to analysis and reporting on the overall political situation in Afghanistan;
- To focus on human rights, including women and children rights, the rule of law and the fight against corruption;
- To participate in and to prepare the dialogue on human rights, following the implementation of the UNSC 1325 and to assist in the implementation of the Afghan anti-corruption strategy;
- To contribute to the Delegation's EU coordination tasks and the development of the EU-Afghan relations;
- To assist the Head of Section in co-ordinating the section's activities, where required;
- To contribute to and support the work of the Special Envoy on Afghanistan when posted either in Kabul or in Brussels;
- To contribute to and support the work of the EEAS Geographical Division for Afghanistan and Pakistan (ASIAPAC.2) when posted in EEAS Headquarters in Brussels.

#### **Functions and Duties:**

+ POLICY ANALYSIS - Policy analysis and policy promotion

- Be responsible for preparations, completion and follow-up of the Annual EU-Afghanistan Working Group on Human Rights under the CAPD;
- Monitor the human rights situation and the situation on gender related discrimination and violence;
- Report and analyse developments in the fields of human rights and women's and children's rights;
- Support transitional justice initiatives;
- Analyse, report, follow-up and give updates on the rule of law and the fight against corruption;
- Draft and contribute to briefings as appropriate in relation to human rights, the rule of law and the fight against corruption;
- In view of the political, economic and security situation in Afghanistan, the contents and scope of the position may change during the posting accordingly.

+ RELATIONS with MEMBER STATES and CIVIL SOCIETY- EU Coordination

- Maintain close contact with EU Member State Embassies in Kabul to ensure proper co-ordination and partnership;
- Chair the EU Human Rights and Gender Working Group;
- Liaise with government stakeholders, Afghan Independent Human Rights Commission, civil society organisations and other partners;

- Maintain close contact with international organisations, notably with relevant UN organisations and INGOs working in Afghanistan;
- Support to Human Rights Defenders and bi-monthly meetings with human rights defenders and journalists;
- When requested, attendance at HoMs meetings and note-taking, as required.

+ EXTERNAL RELATIONS - Political Affairs

- Liaise with Afghan officials (MFA, ACJC, HPC) and stakeholders in areas of specific remit;
- Prepare and assist in official missions from EEAS, EC and other EU institutions, as well as other EUDELS as appropriate.

+ EXTERNAL RELATIONS - Public Diplomacy

- Contribute to the Delegation's visibility and outreach efforts e.g. by drafting speeches for the HoD, articles for media, delivering public presentations etc., and contribute to the preparation and content of events within the remit of the portfolio;
- Help organise the annual EU-Afghanistan Anti-Corruption Conference.

## **Job Requirements**

Education : University degree in political sciences, international relations or law

Experience : Job-related experience, at least five years in a similar position and in the areas mentioned in the job content.

General professional experience:

- International experience, particularly in crisis areas or post-conflict setting, with multi-national and/or international organizations;
- Experience in home country working as practicing lawyer or other professional legal position, having worked on developing strategies in a Member State and/or in a developmental, transitional or post-conflict situation;
- Sound knowledge of EU institutions and institutional relations with EU Member States including in the field of CFSP and ESDP, decision-making processes, external action and related EU external policies is required;
- Excellent knowledge in the fields of human rights, the rule of law and the fight against corruption is required.

The following can be considered a distinct advantage:

- Strong experience (5 years of relevant proven full-time experience) with human rights work, preferably in post-conflict context;
- Strong knowledge on international human rights standards and the international human rights systems and its procedures;
- Strong experience in monitoring and reporting;
- Knowledge and understanding of rule of law standards;
- Excellent command of English, including the ability to draft and edit reports.
- At least two years of professional experience in a similar position in an international environment (diplomacy, research or political analysis);
- Local experience or good knowledge of Afghanistan - strong familiarity with the political, historical and cultural context of Afghanistan, knowledge of Sharia law, traditional dispute resolution mechanisms, gender and human rights – is an asset;
- Knowledge of Dari or Pashto is an asset.

## **Skills**

**Linguistic skills:** Excellent capacity to understand, write and speak in English is required. Knowledge of Dari or Pashto is an advantage.

**Communication skills:** Capacity to work and communicate under time constraints in an international diplomatic and multilingual environment.

**Interpersonal skills:** Teamwork. Coordination and communication skills.

Intellectual skills:

Solid analytical capability as well as drafting and reporting skills. Rapid grasp of problems and capacity to identify issues and solutions.

**Personal Qualities**

Dynamic. Motivated and flexible personality. Able to adapt quickly to new situations and deal with a challenging security environment.

**Job Location & security**

Due to the current security situation in Kabul, the jobholder will be temporarily posted at the EEAS Headquarters in Brussels (EU Special Envoy office / Geographical Division). He/she will be required to regularly visit Kabul. The security situation permitting, he/she will be permanently posted at the EU Delegation in Afghanistan.