

United Nations

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

Post title and level	<u>PoC Site Coordinator</u>, P-4*
Organizational Unit	United Nations Mission in the Republic of South Sudan
Duty Station	Various locations within the Mission area in one of the Protection of Civilians Sites
Reporting to	Deputy Police Commissioner
Duration	12 Month (extendible)
Deadline for applications	30 January 2015
Number of posts	Five (5)

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

RESPONSIBILITIES

In compliance with the mandate and under the supervision and substantive guidance of the Deputy Police Commissioner the PoC Site Coordinator will be responsible for operational oversight of the maintenance of public order and security within the UNMISS Protection of Civilians (PoC) sites and any other mandated UNPOL activities related to the PoC sites. The incumbent will be responsible for, but not limited to, the performance of the following duties:

- Management, accountability and oversight of all relevant tasks and aspects of maintenance of public safety and security of UNMISS PoC sites within his/her Area of Responsibility (AoR) including maintenance of standards, rostering, Individual Police Officer (IPO) time on duty accountability, internal training, effective reporting and incident investigation and reporting;
- Serve as UNPOL Focal Point for other mission components, agencies, funds, and programs, and other humanitarian partners engaged within the UNMISS PoC site(s) within their AoR;
- Ground Commander for any major security incident within the UNMISS PoC sites within AoR;
- In consultation with Main Headquarters, facilitate and implement modalities and mechanisms of Community Policing within the AoR;
- Line management of all allocated UNPOL personnel working in or directly supporting POC sites within AoR ensuring proper mandate implementation; preparing reports of activities through the chain of command; supervising disciplinary and social environment among subordinate staff;
- Effective monitoring, reporting, follow-up, analysis and redress of security incidents (including Sexual and Gender Based Violence (SGBV), which will be addressed in conjunction with the Women's Protection Advisers) within UNMISS PoC sites within their AoR;

- Operational coordination with appropriate stakeholders in relevant protection-focused tasks affecting POC sites within their AoR;
- Reinforcement of Human Rights issues and compliance with set standards applicable to PoC sites within AoR;
- Reinforcement and monitoring of all UNPOL community interaction within UNMISS PoC sites, including with the Informal Mitigation and Dispute Resolution Mechanisms (IMDRMs) and Community Watch Groups (CWGs);
- Reinforcement and monitoring of all Gender Child and Vulnerable Persons Protection (GCVPP) Policing programs and approaches within allocated UN PoC sites within the AoR;
- Support the UN-wide early warning system, including a coordinated approach to information gathering, verification dissemination, and response mechanisms, including effective planning aimed at preparation for further potential attacks on United Nations personnel and facilities within POC sites;
- Ensure compliance with the Human Rights Due Diligence Policy (HRDDP) in the work of UNPOL assigned to POC sites and within the AoR;
- Identification of appropriate projects in support of mandate implementation which are HRDDP compliant and applicable to POC sites within the AoR;
- Perform any other duties and assume other responsibilities as may be directed by the UNMISS Police Commissioner through the established chain of command.

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. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work. Knowledge and understanding of theories, concepts and approaches relevant to democratic policing, law enforcement; experience in planning, development and implementation of policing guidance; ability to apply technical expertise to resolve police related issues and challenges; strong analytical and organizational skills and a demonstrated ability to establish priorities and to plan, coordinate, and monitor the work of others.
- **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. Excellent report writing skills.

- **Teamwork:** Ability to establish and maintain effective working relations with people of different national, linguistic and cultural backgrounds with sensitivity and respect for diversity. Willingness to solicit inputs and learn from others, to place team agenda before personal agenda. Willingness to share credit for team accomplishments and joint responsibility for team shortcomings.

QUALIFICATIONS

Education: Advanced university degree (Master's degree or equivalent) in one or more of the following disciplines: Law, Law Enforcement, Criminal Justice Administration, Business or Public Administration, Development Studies (particularly in law enforcement) or other relevant field. A first level university degree with a combination of relevant professional level experience in law enforcement, including police management, may be accepted in lieu of the advanced university degree. Graduation from a certified police academy or other law enforcement training institution is required.

Work Experience: At least 7 years (9 years in absence of advanced university degree) of progressive and active relevant service/experience at the field and regional/district headquarters level, including 5 years of direct supervisory/operational command experience, experience in organizational management, public order and crime prevention management, strategic planning, and administration related to project development and management of police / security agency. Previous experience in UN peacekeeping operations or international policing in the area of community policing is an advantage.

Rank: Lieutenant-Colonel/Superintendent of Police or other service equivalent or higher.

Languages: English and French are the working languages of the UN. For the post advertised, fluency in oral and written English is required. Knowledge of a second official UN language is an advantage.

Preference will be given to equally qualified women candidates.

Date of Issuance: 16 December 2014

*Post availability is subject to the budget approval.