

Position Name: Head of Border Management Unit	Employment Regime: Seconded	
Ref. Number: LIBOP05	Location: Libya	Availability: ASAP
Component/Department/Unit: Operations Department/ Border Management Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: No

1. Reporting Line:

The Head of Border Management Unit reports to the Head of Operations.

2. Main Tasks and Responsibilities:

- To lead, manage and coordinate the work and staff of the Unit to ensure it delivers on Mission mandate within its field of responsibility and tasks as set out in the planning documents, the MIP and instructions issued by the Head of Mission;
- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP);
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress, including the updating of the MIP and benchmarking in the relevant Line of Operation;
- To ensure, at operational level, co-ordination with other relevant operational Units within the Mission;
- To coordinate with other Mission Components and horizontal Advisers;
- To maintain necessary contacts and build relationships with relevant local counterparts and international actors in the field of responsibility;
- To act, as appropriate, as the representative of the Unit in contacts with external interlocutors;
- To ensure compliance with instruction/direction from Mission management and to issue clear instructions to the members of the Unit;
- To identify, manage and report the risks arising from the specific processes/systems/projects implemented;
- To liaise and cooperate closely with other EU, Libyan and international actors (in particular INTERPOL, EUROPOL and FRONTEX);
- To assist Libyan Border agencies as well as any other Libyan institutions or actors involved in border management;
- To support the Mission's activities in the frame of the Libya Sahel Coordination Forum;
- To support the Project Cell in designing and implementing Mission's projects.
- To implement gender-responsive leadership and ensure gender and human rights mainstreaming internally and externally in mandate implementation;
- To uphold a strict zero tolerance policy to misconduct, including all forms of harassment, sexual harassment, discrimination and abuse, and proactively ensure an equal and inclusive work environment for all staff;
- To raise awareness of staff on their rights, obligations and appropriate standards of behaviour, including existing formal and informal complaint and support mechanisms.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree, OR equivalent and attested police or/and military education or training or an award of an equivalent rank; AND
- A minimum of 6 years of relevant professional experience, out of which a minimum of 2 years at management/coordination level, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Knowledge of EU Justice and Home Affairs (JHA) agencies and international police cooperation (EUROPOL, CEPOL, FRONTEX, INTERPOL);
- Expertise in change management, management and implementation of reform programmes
- Ability to manage, mentor and motivate a professionally diversified and multicultural team;
- Ability to manage and coordinate a diversified team.

6. Desirable Qualifications and Experience:

- Experience in leading projects;
- Experience in Integrated Border Management at Strategic level;
- Practical field experience in integrated border management;
- International experience, particularly in crisis areas with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic.