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|------------------------------------------------------------|-----------------------------------------------------|-----------------------------------------|
| <b>Position Name:</b><br>Gender Adviser                    | <b>Employment Regime:</b><br>Seconded               |                                         |
| <b>Ref. number:</b> CA 43                                  | <b>Location:</b> Bangui                             | <b>Availability:</b> ASAP               |
| <b>Component/Department/Unit:</b><br>Chief of Staff Office | <b>Security Clearance Level:</b><br>EU CONFIDENTIAL | <b>Open to Contributing Third</b><br>No |

### 1. Reporting Line:

The Gender Adviser reports to the Head of Mission and is administratively line managed by the Chief of Staff.

### 2. Main Tasks and Responsibilities:

- To act as the Mission focal point for gender equality, gender mainstreaming and Women, Peace and Security related dimensions;
- To advise on the gender mainstreaming processes, promote and facilitate the integration of a gender perspective within the functioning of the Mission as well as in the analysis, planning and conduct of Mission's activities;
- To suggest on the mechanisms to be established and used within the Mission for monitoring, implementing and evaluating EU and additional relevant international instruments for gender equality, mainstreaming and the implementation of the UN Security Council Resolutions on Women Peace and Security (WPS);
- To support the development of a systematic gender analysis of all aspects of the implementation of the Mission's mandate, including policy development, monitoring, execution and reporting, data collection and staffing;
- In coordination with the Mission's operational components, advise on the promotion of gender equality and gender-responsive policy among host state authorities in order to ensure that these aspects are integrated while being consistent in the Mission's Implementation Plan;
- To coordinate the Mission Gender focal point network;
- To be up to date on the situation related to gender equality and the Implementation of the WPS agenda in RCA;
- To monitor and analyse the gender situation and gender relations in the host state;
- To advise on the development and content of strategic communications with regards to gender dimensions;
- To contribute to the development and periodic review of relevant Mission Standard Operating Procedures (SOPs) aiming at integrating a gender perspective;
- To liaise with the local and international entities involved in the promotion of gender equality, mainstreaming and the WPS agenda;
- To contribute to Mission's reporting and information flow on gender equality related aspects;
- To contribute to the identification and reports on lessons identified/learned and best practices within the field of gender;
- To support the induction training of Mission's staff members as required;

- To work proactively ensuring that the mission leadership and key staff are up to date with the gender related situation in the mission area;
- To Support the establishment of long-term positive relations with local women's organisations in line with the WPS agenda;
- To maintain contacts with key international stakeholders (including EU Delegation, EUTM RCA, MINUSCA, UN Women) and local actors in the field of gender and security, and to seek opportunities for enhanced coordination and cooperation regarding the Mission's activities related to gender. This may involve participating in coordination mechanisms and working groups;
- To work closely together with the Mission's Human Rights Adviser to ensure coordination of the cross-cutting human rights and gender related issues;
- To ensure development of and oversight over the implementation of the Mission Internal Gender Strategy, including gender focal point system.

### **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).

### **2. Essential Qualifications and Experience:**

- Successful completion of university studies of at least 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree OR equivalent and attested police and/or and military education or training or an award of an equivalent rank; AND
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

### **5. Essential Knowledge, Skills and Abilities:**

- Analytical skills and knowledge of conducting gender analysis;
- Communications skills;
- Training skills;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

### **6. Desirable Qualifications and Experience:**

- Successfully completed one of the established training courses for gender advisers;
- Experience in developing projects, and to integrate a gender perspective into project plans;
- International experience, particularly in crisis areas with multinational and international organisations.

**7. Desirable Knowledge, Skills and Abilities:**

- Knowledge of the roles of the different security actors, as well as of justice institutions and criminal justice systems;
- Understanding of the role of the civil society sector.