



## VACANCY ANNOUNCEMENT

### Principal Policy Officer, Intelligence and Security Committee (ISC), Bureau of the Chairperson

#### 1. Background Information

The African Union, established as a unique Pan African continental body, is charged with spearheading Africa's rapid integration and sustainable development by promoting unity, solidarity, cohesion and cooperation among the peoples of Africa and African States as well as developing a new partnership worldwide. Its Headquarters is located in Addis Ababa, capital city of Ethiopia.

In seeking to achieve these objectives, the African Union intends to strengthen its capacity to deliver by, among others, the implementation of new organization structure and the filling of regular and short-term vacant posts.

The Commission of the African Union invites applicants who are citizens of Member States for the regular post of **Principal Policy Officer** in the Intelligence and Security Committee (ISC), Bureau of the Chairperson.

#### 2. Post

**Job Title:** Principal Policy Officer  
**Grade:** P4  
**Supervisor:** Coordinator, Intelligence and Security  
**Department:** Intelligence and Security Committee, Bureau of the Chairperson  
**Duty Station:** Addis Ababa, Ethiopia  
**Number of Posts:** 1 (One)

#### 3. Main Duties and Responsibilities

Under the supervision of the Coordinator of the Intelligence and Security Unit, the incumbent contributes to the activities of the unit in the area of intelligence and security in Africa; is responsible for the following tasks:

- i. Analyze strategic information on intelligence and security in Africa;
- ii. Produce Intelligence assessments and overview on events taking place in the world as they impact on the African continent;
- iii. Draft papers on situations of conflict and crises in African countries;
- iv. Present reports on the development of socio-political, humanitarian and security situations in Africa;

- v. Produce Intelligence and analysis of pre and post-election situations of African countries holding elections;
- vi. Participate in election observation missions, in coordination with the Department of Political Affairs of the AU and with international partners, and present analytical reports relating thereto with relevant observations and recommendations;
- vii. Participate in activities related to the strengthening of the Peace and Security Architecture of the African Union (APSA) and attend meetings of the Peace and Security Council of the AU;
- viii. Perform all other duties assigned by his supervisor.

#### **4. Qualification and work experience required**

- Candidates must have a University Master's Degree in Social Sciences and Law with 7 (seven) years experience at a specialist / expertise level within the intelligence community OR a University Bachelor Degree in the above-mentioned fields of study with 12 years of relevant work experience in working with the intelligence community out of which 7 (seven) years must be at specialist/expert level.
- Extensive knowledge on the various doctrines of Intelligence Services and their modus operandi is an advantage.
- Have broad and thorough knowledge of the regional mechanisms in the field of prevention, management and resolution of conflicts in Africa.

#### **5. Other Relevant Skills**

- Have resourcefulness and a good ability to identify problems, develop reports and briefing notes;
- Proven ability to communicate and build collaborative relationships;
- Have good interpersonal skills and ability to work in a team;
- Demonstrate leadership and professionalism; strong managerial capacity
- Have a good command of information on factors destabilizing the African continent
- Have the ability to regularly share the information available on relevant issues relating especially to the area of expertise;
- Have the ability to work in a multicultural and international environment.

#### **6. Language Requirement**

Proficiency in one of the African Union working languages. Proficiency of an additional or several other working language(s) would be an added advantage.

#### **7. Tenure of Appointment**

The appointment will be made on regular terms for a period of three (3) years, of which the first twelve months will be considered as a probationary period. Thereafter, the contract will be for a period of two years, renewable subject to satisfactory performance and deliverables.

## **8. Gender Mainstreaming**

The AU Commission is an equal opportunity employer and qualified women are strongly encouraged to apply.

## **9. Least Represented Countries**

Candidates from the following least represented countries are encouraged to apply:

Candidates from the following least represented countries at the African Union Commission are encouraged to apply: Algeria, South Africa, Morocco, Angola, Ghana, Congo (DRC), Equatorial Guinea, South Sudan, Namibia, Mali, Madagascar, Guinea-Conakry, Cape Verde, Central African Rep., Seychelles, Somalia, Guinea-Bissau, Saharawi Arab D.R., Comoros, Sao Tome and Principe.

## **10. Remuneration**

Indicative basic salary of US\$ **42,879.00** (P4 Step1) per annum plus other related entitlements e.g. Post adjustment (46% of basic salary), Housing allowance US\$ 22,932.00 (per annum), education allowance (100% of tuition and other education related expenses for every eligible dependent up to a maximum of US\$ 10, 000.00 per child per annum), etc. for internationally recruited staff of the Commission

## **11. How to Apply**

(To be indicated to Member States by CISSA).

## **VACANCY ANNOUNCEMENT: PRINCIPLE POLICY OFFICER, INTELLIGENCE & SECURITY COMMITTEE (ISC), BUREAU OF THE CHAIRPERSON.**

The African Union, established as a unique Pan-African continental body, is charged with Spearheading Africa's rapid integration and sustainable development by promoting unity, solidarity, cohesion and cooperation among the peoples of Africa and African States as well as developing a new partnership worldwide. Its Headquarters is located in Addis Ababa, capital city of Ethiopia In seeking to achieve this objective; the African Union intends to strengthen its capacity to deliver by, among others, the implementation of a new organizational structure and the filling of all vacant posts.

### **1. Post:**

**Post title:** Principle Policy Officer

**Post level:** P4

**Department:** Intelligence & Security Committee (ISC), Bureau of the Chairperson

**Supervisor:** Coordinator of Intelligence and Security Unit (ISC)

**Duty Station:** Addis Ababa, Ethiopia

### **2.0 Main duties and responsibilities**

Under the supervision of the Coordinator of the Intelligence and Security Unit, the incumbent contributes to the activities of the unit in the area of intelligence and security in Africa; is responsible for the following tasks:

- ix. Analyzing strategic information on intelligence and security in Africa;
- x. Producing Intelligence assessments and overview on events taking place in the world as they impact on the African continent;
- xi. Drafting papers on situations of conflict and crises in African countries;
- xii. Presenting reports on the development of socio-political, humanitarian and security situations in Africa;
- xiii. Producing Intelligence and analyses of pre and post-election situations of African countries holding elections;
- xiv. Participating in election observation missions, in coordination with the Department of Political Affairs of the AU and with international partners, and presenting analytical reports relating thereto with relevant observations and recommendations;
- xv. Participating in activities related to the strengthening of the Peace and Security Architecture of the African Union (APSA) and attending meetings of the Peace and Security Council of the AU;
- xvi. Perform all other duties assigned by his supervisor;

### **3.0 Qualifications**

- Candidates must have a University Master's Degree in Social Sciences and Law. A PhD and extensive knowledge on the various doctrines of Intelligence Services and their modus operandi is an advantage.

### 3 PROFESSIONAL EXPERIENCE REQUIRED

- Have broad and thorough knowledge of the regional mechanisms in the field of prevention, management and resolution of conflicts in Africa.
- Have resourcefulness and a good ability to identify problems, develop reports and briefing notes;
- Proven ability to communicate and build collaborative relationships;
- Have good interpersonal skills and ability to work in a team;
- Demonstrate leadership and professionalism with at least 7 years at a managerial level
- Have a good command of information on factors destabilizing the African continent and experience of at least 15 years working with Intelligence community.
- Have the ability to regularly share the information available on relevant issues
- Relating especially to the area of expertise;
- Have the ability to work in a multicultural and international environment.

### 4 LANGUAGE REQUIREMENT:

Proficiency in one of the African Union working languages. Proficiency of one or several other working language(s) would be an added advantage.

### 5 TENURE OF APPOINTMENT:

**The appointment will be made on fixed term contract for a period of three (3) years, of which the first twelve months be consider as a probationary period. Thereafter, the contract will be for a period of two years renewable, subject to satisfactory performance and deliverables.**

### 6. LEAST REPRESENTATIVE COUNTRIES:

Candidates from the following least represented countries are encouraged to apply: Eritria, Central African Republic, Cape Verde, Comoros, Congo (DRC), Djibouti, Equatorial Guinea, Liberia, Mauritania, Namibia, Sahrawi Arab Republic, SaoTome and Principe, Seychelles and Somalia.

## 7. GENDER MAINSTREAMING:

**The AU Commission is an equal opportunity employer and qualified women are strongly encouraged to apply.**

Applications must be made through the CISSA Secure Communication System (CSCS) or through the email: [sec20007@gmail.com](mailto:sec20007@gmail.com) [info@cissaaau.org](mailto:info@cissaaau.org)  
not later than **16 June 2018**