SENIOR POLITICAL-MILITARY ADVISOR / CHIEF-191053

Primary Location Bosnia and Herzegovina-Sarajevo

NATO Body HQ Sarajevo

Schedule Full-time
Salary (Pay Basis) : Euro (EUR) Yearly
Grade ICH 7

Description :

PART I – JOB IDENTIFICATION ICC-MCIV 7

Post no.: NHS NPX 0010
Headquarters: NHQ SARAJEVO
Section: NATO ADVISORY TEAM
Unit: PMAS
Job title: SENIOR POLITICAL-MILITARY ADVISOR / CHIEF, POLITICAL-MILITARY ADVISORY SECTION
Nationality: NATO Nation
Date of validation: 2019
Duty location: Sarajevo, BiH

PART II – DUTIES

A. POST CONTEXT:
NATO Headquarters Sarajevo (NHQSas) executes its mission under the command of Supreme Allied Commander Europe (SACEUR) within Allied Command Operations (ACO), based on political direction and guidance from NATO’s highest body, the North Atlantic Council (NAC). This mission includes: providing advice and assistance to BiH authorities on Defence and Security Sector Reform (DSSR) Partnership for Peace (PiP) tasks; provision of support under agreed Berlin Plus arrangements to the European Union Force in BiH (EUFOR); and residual tasks deriving from General Framework Agreement for Peace in BiH (GFAP) in accordance with the delineation of tasks agreed between NATO and the EU. The overarching goal of the NAC is to integrate BiH into the Euro-Atlantic framework, including through the provision of direct in-theatre support by NHQSas.

The NATO Advisory Team (NAT), led by the Chief NAT / DCOM, provides analysis, advice, and support to the Commander and Senior Military Representative (COM/SMR) NHQSas, and to BiH authorities. NAT comprises a Political-Military Advisory Section (PMAS), a Technical Military Advisory Section (TMAS), a Linguistics Services Section (LSS), and a NAT Administrative Section (NAS).

The Senior Political-Military Advisor / Chief PMAS is responsible to lead the PMAS to meet the requirements of the COM/SMR and the DCOM / Chief NAT. The scope of responsibility includes all
aspects of DSSR and PfP cooperation between NATO and BiH, including closer integration and potential BiH membership in NATO, and residual tasks deriving from GFAP.

B. **REPORTS TO:** CHIEF NATO ADVISORY TEAM / DCOM

C. **PRINCIPAL DUTIES:**
   1. Provides coordinated, multidisciplinary advice, and implementation support internally to relevant BiH institutions at all levels of governance regarding DSSR and PfP tasks, including the Planning and Review Process (PARP), Individual Partnership Action Plan (IPAP), Membership Action Plan (MAP) and full implementation of the 2005 defence reform agreement and related legislation. These institutions include but are not limited to the Presidency of BiH, the BiH Ministry of Defence, the Armed Forces of BiH, the BiH Ministry of Security, the BiH Ministry of Foreign Affairs, the BiH Parliamentary Assembly and its committees, and the Parliamentary Military Commissioner.
   2. Provides coordinated, multidisciplinary analysis, advice, assistance, and implementation support to COM/SMR and Chief NAT / DCOM on all political-military aspects of DSSR/PfP and other tasks as directed.
   3. On behalf of Chief NAT / DCOM, when so tasked, directs, coordinates and guides task-organised I groups in the preparation of DSSR/PfP analyses, concepts, proposals, recommendations and other documents.
   4. Represents COM/SMR and Chief NAT / DCOM as directed, including at public engagements.
   5. Coordinates externally with international community organisations (including but not limited to the Office of the High Representative, the Organisation for Security and Cooperation in Europe, the European Union Force in BiH, the European Union Delegation to BiH), embassies, and other participants in DSSR/PfP activities.
   6. Communicates and coordinates externally with other NATO elements and staffs at higher and adja headquarters, including but not limited to Allied Joint Force Command Naples, Supreme Headquarters Allied Powers Europe, and NATO Headquarters Brussels.
   7. Briefs audiences at all levels up to the NATO Headquarters Committees and senior flag officer rank as well as senior visitors to BiH including the NATO Secretary-General and SACEUR on a variety of political-military and NHQSa-related issues and developments.
   8. Is available to higher NATO elements and staffs as a BiH subject matter expert.
   9. Participates in NATO tactical, operational and strategic planning related to DSSR/PfP in BiH and associated issues.
   10. Provides support and other reach back capabilities to other NATO elements as required, including higher headquarters.

D. **ADDITIONAL DUTIES:**
   - May be required to undertake operational deployments and/or TDY assignments both within and outside NATO’s boundaries.
   - Performs other duties as assigned.

PART III – QUALIFICATION

A. **ESSENTIAL QUALIFICATIONS:**
   1. **Professional Experience:**
      - Minimum 10 years’ experience in strategic and international affairs and at least 5 years’ experience as a senior civilian advisor in a national Ministry (Foreign Affairs, Defense or Security) or related civilian posting at a strategic (SHAPE) or political level HQ of NATO or another international organization, dealing with inter alia: NATO Security Policy, NATO Military Operati
command decision making, relationships with nations, international organizations operating with or alongside NATO.

- At least 3 years in a leadership and supervisory role involving complex, long-term multidisciplinary program management.
- Expertise and experience in DSSR, NATO PfP programs and processes, and operating at the politico-military interface.
- Comprehensive understanding of defence and security matters within Euro-Atlantic security and defence structures in general, and in the Western Balkans and BiH in particular.
- Broad knowledge of the historical and present-day political and politico-military context in BiH, including GFAP and other relevant documents.
- Experience in interfacing with governmental and non-governmental organizations at senior (ministerial, directorate) level.
- Demonstrated ability to work impartially and objectively as a member of a multinational, multicultural and multidisciplinary team.

2. Education / Training:
- An advanced university degree in international affairs or political science, social science, law, strategic studies, business, management or economics, or related discipline; or, alternatively, an undergraduate university degree with professional military staff college education and 6 years' related experience plus 2 years of function-related experience.

3. Security Clearance:
NATO SECRET

4. Language:
- English: Very Good

5. Standard Automated Data Processing (ADP) Knowledge:
- Word processing: Intermediate knowledge
- Spreadsheets: Basic knowledge
- Presentation: Intermediate knowledge
- Database: Basic knowledge

B. DESIRABLE QUALIFICATIONS:

1. Professional Experience:
- Broad experience in international or multi-national operations, emphasizing DSSR, political, and military issues; basic knowledge of judicial, executive and legislative structures and procedures.
- Familiarity with the NATO role and presence in BiH and the region; experience working with NATO military and civilian staffs, particularly in relation to BiH and the region.

2. Education / Training:
- Post-graduate university education in one or more of the following fields: international affairs, social science, military strategic studies, or security.

3. Language:
- English: Not applicable
- Bosnian / Croatian / Serbian: Good

4. Standard Automated Data Processing (ADP) Knowledge:
- Word processing: Advanced knowledge
- Spreadsheets: Intermediate knowledge
- Presentation: Advanced knowledge
- Database: Intermediate knowledge
C. **CIVILIAN POSTS:**

**Personal Attributes:**
- Demonstrated ability to operate in ambiguous situations with minimal guidance.
- Excellent written and verbal communications skills, both informal and formal; superior ability to defend and security sector reform, political and politico-military issues concisely and accurate range of NATO and non-NATO audiences including government representatives (embassies, international organizations, and BiH institutions).
- High levels of professionalism, initiative, responsibility, accountability, judgement, diplomacy, a
- Strong ability to analyse, plan, implement and monitor along multiple interlinked work streams.
- Demonstrated positive leadership skills.
- Demonstrated ability to function effectively as a member of a team.
- Highly effective management skills, including supervision, analytical and constructive thinking, and creativity.
- Adept at briefing and interacting with high-level audiences (political, diplomatic, military) and cc to policy development and implementation.

**Problem Solving:**
- The incumbent must address highly complex problems that include political, technical, institutional and conceptual elements. Their resolution typically requires engagement with a wide range of BiH and international actors (within NATO and elsewhere), at all levels, and in a fluid and complex environment.
- Problems must be resolved on the basis of a high degree of technical knowledge, balanced with political considerations. It is often necessary to facilitate agreement between different parties with diametrically opposing views.

**Managerial Responsibilities:**
- Directly manages the PMAS (5 international and 3 National subject matter experts): is responsible for planning, coordinating and directing diverse but related tasks; sets objectives, develops courses of action, controls and influences overall work priorities, ensures effective and timely accomplishment of task

**Professional Contacts:**
- The incumbent develops and maintains a wide range of contacts, focusing on political and DSSR/PfP issues. He/she routinely exchanges views and information with officials from international organisations, governments and parliaments, up to ministerial/ambassadorial level, as well as with staff members. These include foreign affairs officials from NATO member states and partner countries, as well as organisations such as the EU, OSCE and the UN.
- Internally to NATO, the incumbent will have routine contact with NATO senior officials and staff in NATO International Staff and International Military Staff, SHAPE, and Allied Joint Force Command Naples. This includes political, operational and planning staffs.

**Contribution to the Objectives:**
- As the Chief PMAS / Senior Advisor the incumbent is responsible for the provision of analysis, planning functions encompassing politico-military, legal, legislative, economic, institutional and conceptual aspects of NATO’s DSSR/PfP support to BiH.
- The incumbent directly supports the COM/SMR and Chief NAT / DCOM in the execution of their responsibilities. He/she has the senior civilian responsibility for all politico-military aspects of NHQs.
- The incumbent’s advice to BiH authorities, NHQS and higher NATO HQ on political and DSSR/PfP has direct impact on high-level decision-making, and on the accomplishment of DSSR/PfP tasks.

**Impact of Work Environment:**
- The work environment has no direct negative effect on the work performed.

D. **REMARKS:**
EMPLOYMENT CONDITIONS
The successful candidate will be offered a 12 month initial contract which may be followed by an indefinite duration contract, subject to satisfactory performance, and the continued operational need/funding for the position.
The starting salary for an ICC-7 position is EURO 7044.00 per month (exempt from local taxation).
Other employment benefits include:
• Affiliation to a Group Medical Insurance Scheme (premiums shared);
• 24 annual leave days per calendar year;
• 4 fixed and 6 floating official holidays;
• Installation allowance equal to one month’s salary if applicable;
• Removal allowance equal to one month’s salary if applicable;
• Travel expenses to and from HQ upon taking duty and end of tour.

WHO CAN APPLY?
Internal and external candidates who are nationals of a NATO member country are invited to apply for this vacancy notice.
In order to apply, all candidates (internal and external) must fill in and submit the NHQ Sa application form available on our website https://jfcnaples.nato.int/hqsarajevo/about-sarajevo/-/working-in-nhqsa/international-vacancies.-
Documents should be submitted by email to: Vacancies@nhqsa.nato.int, OR
Please visit please visit the platform at: https://nato.taleo.net/careersection/2/jobsearch.ftl?lang=en and search for vacancies within NHQ Sarajevo.
Applications which do not meet the above-mentioned prerequisites will be automatically rejected.
Due to the broad interest in NHQ Sarajevo and the large number of potential candidates, telephone or email enquiries cannot be dealt with. Only successful candidates selected for the interviews will be further contacted by the NHQ Sa recruitment board.