



Job/Post Number: OLC PMTG 0050

Title: Staff Officer (Cross Cutting Topics Specialist)

Division: G9 Division

Clearance Level: NATO SECRET

Grade: G15

Basic Salary: 176,981.24 Turkish Lira

Additional Benefits: For other allowances, privileges & tax exemptions see Section 7

NATO Body/Post Location: ACO I Land Command Headquarters, Izmir (Türkiye)

Closing Date: 16 February 2025

1. Post Context/Post Summary

Allied Land Command (LANDCOM) HQ is the Theatre Land Component and Land Advocate responsible for coordinating and synchronizing NATO and Partner Land Forces by enabling land domain readiness, interoperability, standardization, and competency; on order deploys headquarters elements to provide planning, coordination, and command capabilities to Allied forces.

The Plans Directorate conducts military operations planning, training and preparation of forces, Civil-Military Cooperation (CIMIC) and Military Cooperation with Partner Countries.

The G9 Division is responsible for the cooperation with civilian organisations in the pursuit of LANDCOM mission (CIMIC) and the cooperation with land forces of non-NATO nations, including their integration, evaluation and feedback.

The Stability and Outreach Branch is responsible for establishing and maintaining relationships with IOs and NGOs in support of LANDCOM mission. It is also responsible for tracking the engagements of subordinated units with IOs and NGOs.

The Human Security and Outreach Section is responsible for supporting the security of the population, especially women and children, and the protection of cultural property.

The Staff Officer (Cross Cutting Topics Specialist) is responsible for monitoring and reporting on the governance and the public security in the Area of Interest and for

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executing LANDCOM CIMIC plans on specific Cross Cutting Topics in coordination with civilian organisations.

2. Principal Duties

The incumbent's duties are:

Maintains an overarching knowledge of all Cross Cutting Topics (CCTs) but acts as the primary SME for a specific CCT and is the secondary for another. Topics are designated by the Stability and Outreach Branch Head and can be subject to change. Contributes to the development of policies and procedures on CCTs (such as, but not limited to Children and Armed Conflict, Building Integrity, Cultural Property Protection and Protection of Civilians). Supports the Division with CIMIC skills and knowledge on CCTs. Develops and maintains awareness of developing trends within the wider occupational field. Provides training, as required, on cross cutting topics to both internal and external Staff Officers. Supports the Section Head in planning and coordinating CIMIC inputs for both exercises and operations. Supports the Section Head in the execution of CIMIC plans. When directed, will participate in Deployable Land Elements (DLEs) and/or Capabilities and Force Integration Teams (CFITs) support of NFS (NATO Force Structure) entities. Support NFS CIMIC elements (Land), as required, during preparation for real world operations. Contributes to the planning and conduct of ETEE events in support of NFS CIMIC training and development. Participates in the evaluation of NFS CIMIC elements and all efforts aimed at increasing interoperability within this functional area. Participates in CIV-MIL related plans within Land Command including CIMIC concepts and plans. Participates in the formulation of policies and procedures to advise the CG on CIMIC matters. Contribute to the humanitarian situation assessment by monitoring, assessing the humanitarian situation in crisis areas in accordance with International Humanitarian Law, (IHL), International Refugee Law (IRL), and International Humanitarian Law. Contributes to information sharing networks with Non-NATO entities (NNEs) such as IO's, NGO's. Develops and maintains working relationships with external agencies and organisations (IOs, GOs, NGOs, etc...)

3. Special Requirements and Additional Duties

The employee may be required to perform a similar range of duties elsewhere within the organisation at the same grade without there being any change to the contract

The incumbent is required to undertake operation deployments and/or TDY assignments both within and without NATO's boundaries up to 30 days.

The work is normally performed in a Normal NATO office working environment.

Normal Working Conditions apply.

The risk of injury is categorised as No Risk.

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4. Essential Qualifications

a. Professional/Experience

(1) CIMIC/Civil Military Cooperation Planning

Activities that conduct defence and strategic operation planning including Force Activation, within the CIMIC area. Includes co-ordination of planning with external HQ and agencies. Provides the CIMIC input to exercise planning. Consults and co-operates with non-NATO HQ and IOs /NGOs. Co-ordinates the requirements for CIMIC directives and guidance. Provides feedback and inputs to the development of CIMIC policy and guidance and develop concepts or inputs to concept development within the CIMIC (including Emergency Planning) functional area. Includes all activities in analysis and assessment of the political, social, economic, cultural, environmental and humanitarian aspects of an operational environment. The main function in peace time will be the preparation of the pre-operational phase of mission the planning of the Contingency Operation Plans (COP), participation in CIMIC conceptual development and participation in education, training and exercises to ensure allied commanders and staffs know what their capability is and how to employ it. Staff officer should have some regional background and possess knowledge of region's culture, history, politics, economics and religions of an area where NATO military forces are to be employed.

Skill Level (Enable)

Works under general direction within a clear framework of accountability. Exercises substantial personal responsibility and autonomy. Plans own work to meet given objectives and processes. Influences customers, suppliers and partners at account level. May have some responsibility for the work of others and for the allocation of resources. Participates in external activities related to own specialism. Makes decisions which influence the success of projects and team objectives. Work includes a broad range of complex technical or professional activities, in a variety of contexts. Investigates, defines and resolves complex issues. Selects appropriately from applicable standards, methods, tools and applications. Communicates fluently, orally and in writing, and can present complex information to both technical and non-technical audiences. Facilitates collaboration between stakeholders who share common objectives. Plans, schedules and monitors work to meet time and quality targets. Rapidly absorbs new information and applies it effectively. Maintains an awareness of developing technologies and their application and takes some responsibility for driving own development.

(2) CIMIC/Civil Military Cooperation (General)

Activities that establish the requirements for, and supervising the publication of, CIMIC directives and guidance within the NATO area of operations. Provides feedback and inputs to the development of CIMIC policy and guidance and develops military concepts or inputs to concept development within the CIMIC (including CIVIL

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Emergency Planning) functional area. Evaluates CIMIC concepts developed by subordinate HQ. Conducts defence and strategic operations planning within the CIMIC area. Provides the CIMIC input for Force Activation planning and to initiation of operation execution. As required, provides CIMIC operational situation awareness. Co-ordination of the development of CIMIC guidance, directives and functional area policies, including contributing to the development of CIMIC doctrine, policy and common inputs. Consult and cooperates with non NATO-HQ and IOs / NGOs.

Skill Level (Enable)

Works under general direction within a clear framework of accountability. Exercises substantial personal responsibility and autonomy. Plans own work to meet given objectives and processes. Influences customers, suppliers and partners at account level. May have some responsibility for the work of others and for the allocation of resources. Participates in external activities related to own specialism. Makes decisions which influence the success of projects and team objectives. Work includes a broad range of complex technical or professional activities, in a variety of contexts. Investigates, defines and resolves complex issues. Selects appropriately from applicable standards, methods, tools and applications. Communicates fluently, orally and in writing, and can present complex information to both technical and non-technical audiences. Facilitates collaboration between stakeholders who share common objectives. Plans, schedules and monitors work to meet time and quality targets. Rapidly absorbs new information and applies it effectively. Maintains an awareness of developing technologies and their application and takes some responsibility for driving own development.

b. Education/Training

(Auto-generated based on the grade and the NATO Occupational Codes)

University Degree and 2 years function related experience, or Higher Secondary education and completed advanced vocational training leading to a professional qualification or professional accreditation with 4 years post related experience.

The additional job specific qualifications and experience is described under Professional/Experience paragraph (4/a). In case of ambiguity the required job specific experience have priority over the standard education and training levels and experience described here.

c. Language

English - SLP 3333 - (Listening, Speaking, Reading and Writing)

NOTE: The work both oral and written in this post and in this Headquarters as a whole is conducted mainly in English.

d. NATO Occupational Codes

5M9B - CIMIC/Civil Military Cooperation Planning

5M9A - CIMIC/Civil Military Cooperation (General)

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5. Desirable Qualifications

a. Professional Experience

Broad knowledge and understanding of the working principles and agendas of key civil organizations and Cross Cutting Topics.

Experience in an international organization or national organization with a focus on CIVMIL Cooperation.

Extensive experience in supporting national and/or NATO military HQs, to include during operations.

Working experience as CIMIC, desirably during national or NATO deployment.

Strong research and analytical skills.

Excellent oral and written communication skills.

Minimum one year of experience working directly with procedures and principles related to CIMIC.

b. Education/Training.

UN CM-Coord: UN Civil-Military Coordination IMPACT Online Course

UN Protection of Civilians Course

c. Language

None specified

6. Attributes/Competencies

• **Personal Attributes:** Mature individual, able to work with and through the inherent NATO military structure. Good inter-personal and professional interaction skills are equally important with education, given the need to operate daily within the full spectrum of the HQ community. Much of the output depends upon the ability to work with the staff to acquire and understanding of problems and situations and develop creative solutions for the staff for implementation. Must understand the staff, its function, and the nature of military operations being conducted. Needs to be an effective communicator of results, confident in dealing with senior officers. Able to brief succinctly and write effectively. Needs to understand the modern concept of full spectrum military operations, from peace support to major combat operations. Must have a sound CIMIC background to proactively come up with creative solutions and identify areas of concern before they become vexing problems. Works well under pressure and can cope effectively in a demanding multinational, operational military headquarters. Is poised, tactful, cheerful, and highly adaptable.

• **Professional Contacts:** Develops and maintains working relationships with external agencies.

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Establishes effective communication formally and informally, with peers, subordinates and external agencies.

Keeps skills up to date and maintains awareness of developing trends within the wider occupational field and absorbs new information rapidly and applies it effectively in relevant internal business areas or external organisations, HQs and agencies.

• Contribution To Objectives: Provides leadership within the assigned specialist area and advises on available standards, methods, tools and applications in own area of specialisation and make correct choices from alternatives.

There are no reporting responsibilities.

This post reports to:

OLC PMTG 0010 - Section Head (Human Security and Outreach) OF-3

This post does not deputise anybody.

This post is not deputised by anybody.

7. Additional Information

a. Allowances

Members of the staff who fulfil the conditions of eligibility laid down in the Civilian Personnel Regulations shall receive the appropriate allowances/supplements. Some of the allowances are installation allowance, expatriation allowance, family allowance and education allowance. Please refer to Chapter VII of the Civilian Personnel Regulations for details.

b. Privileges & Tax Exemptions

In line with the bilateral agreement, the NATO International Civilians who are neither Turkish nationals, nor permanent residents in Türkiye are granted various privileges and tax exemptions (covering purchase of motor vehicles, motorcycles, caravans, trailers, fuel, household furnishing and appliances and other similar items).

c. Contract

The successful candidate will receive a three-year definite duration contract, which may be followed by an indefinite duration contract. Also, the first 6 months of the employment is considered as the probationary period during which the performance of the incumbent is assessed. The definite duration contract will be confirmed only after the incumbent receives a “good” or “above good” performance evaluation in the probationary period.

d. .How to Apply

In order to apply for this vacancy, please visit the platform at: <https://nato.taleo.net/careersection/2/jobsearch.ftl?lang=en> and search for vacancies within Land Command HQ.

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Note that once you created your profile, you will be able to use it to apply for other vacancies within NATO.

e. Employment Pre-Requisites

Candidates are invited to submit their applications only if:

- They are nationals of a NATO member country
- They are over 21 and under 60 years of age at the time of taking up their appointments. Appointments of definite duration may be offered to candidates of 60 years of age or more, provided that the expiry date of the contract is not later than the date at which the candidate attains the age of 65.

Notice for candidates: LANDCOM is undergoing a reorganization that might affect the job description of this post.

f. Allied Land Command

LANDCOM is the Theatre Land Component and Land Advocate responsible for coordinating and synchronizing NATO and Partner Land Forces by enabling land domain READINESS, INTEROPERABILITY, STANDARDIZATION, and COMPETENCY; stands ready to deploy headquarters elements to provide planning, coordination, and C2 capabilities to Allied forces.

For history of LANDCOM, please refer to this link: [Allied Land Command - History \(nato.int\)](https://nato.int)

g. Izmir

Izmir is Türkiye's third largest city and one of its largest ports. It is located on an important commercial route with its 13 industrial areas and 2 free zones. With its multi-directional manufacturing facilities, rich natural resources and high quality of life; Izmir is a prominent city both in Türkiye and the world. Izmir demonstrates development in terms of exportation, an important indicator of economy. This qualification provides advantage to Izmir to compete socially and economically, to develop capacity and to accommodate.

For more information: [Izmir - Wikipedia](https://en.wikipedia.org/wiki/Izmir)

2. Additional Remarks

- A) All applicants are reminded that if hired, to reside here, all members including their dependents must comply with Host Nation requirements and definitions regarding residency.
- B) NATO is committed to diversity and inclusion, and strives to provide equal access to employment, advancement, and retention, independent of gender, age, nationality, ethnic origin, religion or belief, cultural background, sexual

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orientation, and disability. NATO welcomes applications of nationals from all member Nations.

- C) Building integrity is a key element of NATO's core tasks. As an employer, NATO values commitment to the principles of integrity, transparency, and accountability in accordance with international norms and practices established for the defence and related security sector. Selected candidates are expected to be role models of integrity, and to promote good governance through ongoing efforts in their work.
- D) Shortlisted candidates will be requested to provide original documentary evidence and a set of copies supporting statements in their applications. Appointment is subject to obtaining a NS security clearance and a medical certificate.
- E) NATO will not accept any phase of the recruitment and selection prepared, in whole or in part, by means of generative artificial-intelligence (AI) tools, including and without limitation to Chatbots, such as Chat Generative Pre-trained Transformer (Chat GPT), or other language generating tools. NATO reserves the right to screen applications to identify the use of such tools. All applications prepared, in whole or in part, by means of such generative or creative AI applications may be rejected without further consideration at NATO's sole discretion, and NATO reserves the right to take further steps in such cases as appropriate.

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