

NOTIFICATION OF A CIVILIAN PERSONNEL VACANCY

AT JOINT FORCE COMMAND, POST-BOX 270, NL- 6440 AG BRUNSSUM

Our Requirement:

Title: Staff Officer (Programme Manager Knowledge Management)

Grade: 15

Duty Location: Brunssum, The Netherlands

Requirement filling date: as soon as possible

Closing date for applications: 06 October 2024

Our organisation:

Joint Force Command Brunssum (JFCBS) provides a Joint Headquarters (HQ) to plan, prepare and conduct operations to support NATO's core tasks, at the Joint Operational level, as directed by Supreme Allied Commander Europe (SACEUR). The Plans Directorate is responsible for the development and production of all Concept of Operations (CONOPS) and Operations Plans (OPLANS) within its Area of Responsibility and providing the interface between NCS and NFS. The J9 Division is responsible for Civil-Military and Military Partnership programs. The Military Partnerships Branch provides advice and military assistance to enhance Euro-Atlantic and international security, peace and stability and promote regional security and cooperation. The incumbent will support the Branch Head on Military Partnership Capacity Building, Assessment and Analysis.

The duties of the Staff Officer (Programme Manager Knowledge Management):

- Act as Subject Matter Expert for assigned Partner Nations, providing national and regional analysis/assessments as required.
- Conduct research and analysis from open sources of political-military issues within JFCBS' designated Partner Area of Interest (AOI) in order to provide impact-assessment and advice on operational planning efforts and exercises.
- Provide documented background information to the Military Partnership Branch Head on planned/executed cooperation Mobile Training Solutions (MTS), Key Leader Engagement (KLE), Operational Capability Concept Evaluation, and Feedback (OCC E&F), highlighting outreach issues.
- Facilitate the establishment of direct liaison with NATO and national staffs, committees, working groups, academic institutions and provides feedback and advice to other NATO bodies.
- Support NATO team visits as required, including Planning and Review Process (PARP), assessments and supports the objectives for partner interoperability and capabilities.
- Responsible for the Military Partnership MEL/MIL – EXCON development in major exercises. Provides cross-functional support to the entire branch including Mobile Training Teams and the OCC E&F programme as required.
- On request, deploy to Partner Nations to support OCC level one evaluations as an evaluator and MTT activities to gain first-hand experience.

- Provide information and trend analysis on Security Sector Reform-related issues.
- Act as focal point for the Partners Real-time Information Management and Exchange (ePrime) tool within the Branch.
- Act as SME within any Working Group that involve other Divisions and Branches, especially in the field of POLAD, J2 and STRATCOM and develop inputs, feedback, advice and recommendations, as well as assessment information.
- Contribute to Lessons Identified/Learned and practices.

The work is normally performed in a normal NATO office-working environment. Normal Working Conditions apply.

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 may be required to undertake deployments in support of military operations and exercises, and/or TDY assignments, both within and without NATO boundaries. Such operational deployment may exceed 30 days duration up to 183 days in any period of 547 days, and may be on short notice. For NATO International Civilian Staff, acceptance of an employment contract linked to this post constitutes agreement to deploy in excess of 30 days if required.

The Required Qualifications are:

- English – good – NATO Standard Language Proficiency 3333
(Listening, Speaking, Reading and Writing) in accordance with NATO standard agreement (STANAG) 6001
NOTE: The work both oral and written in this post and in this Headquarters as a whole is conducted mainly in English.
- University Degree in relevant field / discipline **OR** Higher Secondary education and completed advanced vocational training in that discipline leading to a professional qualification or accreditation.
- Minimum 3 years' professional experience in the field of diplomacy and/or international affairs/defence with an emphasis on political-military matters.
- Proven knowledge and understanding of transatlantic political and military relations and issues.
- Minimum 3 years' professional experience working within international/multi-national organizations, such as NATO, the United Nations (UN), the European Union (EU), or the Organization for Security and Co-operation in Europe (OSCE).

The Desirable Qualifications are:

- Professional experience working with political/military issues related to Central Asia and Caucasus, PfP and Partners around the Globe.
- Professional experience in defence reform and security sector reform.
- Professional experience within military analysis field.

- Understanding of civil law and democratic/nation building procedures and knowledge of Northern European and Atlantic political developments and policymaking.
- Understanding of Law of Armed Conflict (LOAC).
- Completion of other for this position relevant courses /training.

The successful candidate possesses following personal attributes:

- ✓ Excellent organisational and management skills;
- ✓ Clarity of thought - excellent communication skills both oral and written including very good briefing skills;
- ✓ High level of interpersonal skills including tact and diplomacy;
- ✓ Independent and creative thinking;
- ✓ Strong analytical and influencing skills;
- ✓ Flexible and able to work under pressure;

The successful selected candidate needs to complete a NATO medical examination and have a NATO security clearance before an employment offer will be released.

The medical examination will take place with our medical consultant, is required to determine if the recommended candidate is fit to perform the duties, and is deployable to NATO's areas of operation.

Due date for receipt of applications: **Sunday 06 October 2024**

Candidates have to apply electronically in NATO Talent Acquisition Program:

<https://nato.taleo.net/careersection/2/jobsearch.ftl?lang=en>

Results will be communicated early November 2024; Test & Interviews for shortlisted candidates will be organised in Brunssum in the second part of November 2024.

Please be aware that a Selection Board will only assess the information provided in the job submission form including the answers to the pre-screening questions and description of your work experiences (*Attachments are supporting documents and should not be referred to in the job submission*).

Only candidates meeting ALL essential required qualifications will be considered and be assessed in competition with other candidates.