

# Geneva Centre for the Democratic Control of Armed Forces (DCAF)

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Initiated by the Swiss Government, **the Geneva Centre for the Democratic Control of Armed Forces (DCAF)** is one of the world's leading institutions in the areas of security sector governance and security sector reform. Since 2013, DCAF has been providing advisory support and capacity building assistance in the field of police reform and security sector governance in Myanmar. In the context of its expanding activities in Myanmar, DCAF wishes to recruit a

## **Key Expert Legal Reform and Parliament (Long-term Consultancy, 100%)**

who will be based in Nay Pyi Taw, Myanmar, with frequent travel to Yangon, Myanmar.

**Responsibilities:** The incumbent will serve as a Key Expert for DCAF's contribution to a multi-year police reform support programme funded by the European Commission. The project's objective is to contribute to an effective, efficient and accountable police service trusted by different communities, applying international best practices and respect for human rights and fundamental freedoms.

### **The tasks include:**

- Under the supervision of the Head of DCAF's Asia-Pacific Unit, be responsible for DCAF's contributions in providing assistance to the Ministry of Home Affairs (including the Myanmar Police Force / MPF), the Attorney-General's Office and the Parliament as well as other national stakeholders in developing a modernised legal framework, and in assuring that the capacity of the Parliament to oversee the MPF is strengthened. This includes, via comparative assessments of international and regional practise, capacity building workshops, study tours and legal/policy advice.

### **Project planning, implementation and monitoring:**

- Serve as a key expert and permanent member of the Myanmar-based project team on behalf of and representing DCAF;
- Implement the and activities of the Action 'Support to the Reform of the Myanmar Police Force' under DCAF's scope of work in close consultation with DCAF's Asia-Pacific Unit and in close collaboration with short-term experts responsible for implementing activities as well as the project team in Myanmar and other stakeholders as appropriate;
- Liaise with local and international stakeholders for the (co-) organization of workshops and meetings in Myanmar as well as international study visits;
- Initiate, conceptualize, organize and provide substantive input to periodic consultation meetings and workshops with close collaboration with local stakeholders and project partners, based in, among others, Yangon and Nay Pyi Taw;
- Carry out tailored comparative assessments and research on project-related substance matters;

- Jointly with the Geneva-based team, identify, contract and supervise international and local short-term experts to assist in the implementation of the project;
- Periodically report as required to Myanmar-based main implementing partner and to Geneva-based DCAF project lead;
- Collect data to facilitate monitoring of project activities;
- Prepare material for internet and IT-based project management tools;
- Provide administrative, logistical and financial management of assigned tasks.

**Requirements and qualifications:**

- Postgraduate university degree in public administration, economics, law (comparative domestic and international law), preferably in a field related to police administration and governance, security, criminal justice or other relevant field and/or extensive experience as member of a national parliament or parliamentary staff (ideally also in security-related parliamentary committee);
- Demonstrated comparative research, policy or operational experience on security sector governance in democratising countries, with an emphasis on police services and/or parliament;
- Familiarity with the political and security contexts in Myanmar and Southeast Asia/Asia-Pacific more broadly;
- Professional experience related to internal and external accountability mechanisms (e.g. police accountability/complaints mechanisms; ombuds institutions; independent complaints mechanisms; parliamentary oversight); as well as legal reviews and amendments;
- Experience in monitoring and evaluation in the field of security and rule of law, with excellent report writing skills;
- Strong results-based management skills, acquired in previous leadership positions in capacity development support programmes;
- Experience in project management and implementation in Southeast Asia/Asia-Pacific, particularly in Myanmar, is considered an asset;
- Experience in the development and implementation of capacity building programmes comprising the organisation of conferences, workshops and tailor-made training activities;
- Experience in reviewing and monitoring based on results-based project management; including proposals, log-frames, reports as well as in managing, monitoring and reporting on project results and finances;
- Excellent interpersonal and organisational skills as well as an ability to establish and maintain effective partnerships and working relations in a multi-cultural, international and at times challenging environment;
- Experience in working with diverse groups of stakeholders including INGOs, NGOs, private sector and government authorities;
- Excellent inter-personal skills with the capacity to forge strong working relationships with a broad range of stakeholders;
- Familiarity with externally supported police reform and parliamentary capacity building support projects;
- Familiarity with European Union/European Commission-funded projects;
- In-depth knowledge and understanding of EU policies and priorities;
- Experience with extensive stays abroad, including in transition countries;
- Excellent analytical and communication skills;

- Good computer skills including, excel, power point and word.

**Professional experience:**

- Preferably 15, but at a minimum of 12 years of professional and/or academic experience in policy issues within the justice, rule of law, security sector and/or human security sector;
- Proven experience in training and coaching of police and/or parliamentarians;
- Demonstrated experience in the alignment of development intervention/change management with civil service/public sector management;
- Experience working on rule of law or security sector reform in development environments;
- Deep understanding of the social, political, legal and economic issues affecting security sector reforms and/or law enforcement strategies in developing countries;
- Relevant experience in Southeast – and Myanmar – will be an asset.

**Language skills:**

- Excellent command of written and spoken English;
- Excellent drafting and editing skills;
- Knowledge of Myanmar and/or Southeast Asian languages is considered an asset.

***Indicative starting date:*** 1 March 2018.

***Remuneration:*** A competitive consultancy-based compensation package will be offered, including salary, housing allowance, transportation for the incumbent to and from his/her place of residence and annual home-leave entitlements.

Interested candidates meeting the qualifications are invited to e-mail their curriculum vitae together with a motivation letter by **22 November 2017** to Irena Dzajkowska at [asia-pacific@dcaf.ch](mailto:asia-pacific@dcaf.ch) (subject: “KE Myanmar”). Interviews will be conducted shortly thereafter. **Only short-listed candidates will be contacted.**