



# CALL FOR APPLICATIONS

Job Title : **DIRECTOR OF MARAC AND SECURITY**

Reference : **004/CEEAC/COM/APPS/DMS/2022**

Application deadline :

Duty station: **Libreville, Gabon**

Type of contract : **Fixed-term contract of three (3) years renewable**

<b>SITUATION OF THE POST</b>	
<b>Department</b>	Political Affairs, Peace and Security
<b>Division</b>	Early Warning Mechanism of Central Africa (MARAC) and Security
<b>Service</b>	N/A
<b>Functional Relationships</b>	<ul style="list-style-type: none"><li>- Collaborate with the Directors of the Department;</li><li>- Collaborate with international institutions and organisations within the domain, under the supervision of the line management.</li></ul>
<b>DUTIES OF THE POST</b>	
<p>The mission of the Director of MARAC and Security is to ensure the provision of the best level of support to Member States in the active management of the entire conflict cycle, namely the prevention, resolution and management of post-conflict situations; to make proposals for actions aimed towards preventing potential conflict, resolving conflicts and consolidating peace through observation and analysis of situations.</p>	
<b>MAIN RESPONSIBILITIES</b>	
<ul style="list-style-type: none"><li>- Provide Member States with the necessary expertise for conflict prevention;</li><li>- Draw up periodic reports on the state of Community and international borders;</li><li>- Create a database on risks and hazards, indicating appropriate preventive measures according to each type of risk concerned;</li><li>- Ensure the preservation and strengthening of relations conducive to the maintenance of peace, security and stability in the Community area;</li><li>- Coordinate the preparation of periodic reports on the security situation of the community;</li><li>- Coordinate the conduct of studies, the production and publication of statistics on the circulation of arms within the community;</li><li>- Supervise the development and implementation of training activities in the field of peace and security;</li><li>- Manage the coordination of the network of accredited centres of excellence in the community in</li></ul>	

the field of peace and security.

- Define the objectives of the structures under his/her responsibility in relation to the defined strategy, coordinate their activities and monitor results;
- Drawing up, proposing and monitoring the execution of the budget of his/her Division;
- Ensure good organisation and communication within the Division and adapt human and material resources to the set objectives;
- Assist his/her colleagues in their duties and guide their actions;
- Ensure the production of reports on the activities of the division for the attention of the management;
- Periodically evaluate the staff and propose changes and/or training to be undertaken;
- Carry out any other tasks at the request of his/her line manager.

### **PROFILE REQUIREMENTS**

<b>Educational Background</b>	Have a postgraduate degree (5 years of university education or equivalent) in Political Science, International Relations, Strategic Studies, Public Law or related fields.
<b>Experience</b>	Have at least 8 years of professional experience at similar levels of responsibility (see Article 13 of the ECCAS Staff Regulations).
<b>Expertise</b>	<ul style="list-style-type: none"> <li>- Central Africa and ECCAS member states, the AU and other sub-regional organisations;</li> <li>- International institutions and organisations of reference in the field;</li> <li>- Texts, treaties and international legislation on peace and security;</li> <li>- Regional integration issues and their political stakes;</li> <li>- Donor rules and procedures;</li> <li>- Principles of results-based management and project monitoring and evaluation systems;</li> <li>- Project planning and management techniques;</li> <li>- Language: English, Spanish, French and Portuguese required.</li> </ul>

<p><b>Technical Skills</b></p>	<ul style="list-style-type: none"> <li>- Have advanced professional and managerial skills;</li> <li>- Have the ability to design, plan, manage and evaluate large teams as required;</li> <li>- Present and defend the programmes and activities of the Division to Member States and other partners;</li> <li>- Develop an integrated, coherent, consistent and multidisciplinary approach towards the implementation of the work programme;</li> <li>- Lead studies, analysis and make recommendations;</li> <li>- Communicate orally and in writing to a high-level, multicultural audience;</li> <li>- Present or deal with complex and difficult issues in a concise and clear manner;</li> <li>- Negotiate with high-level interlocutors and in emergency situations;</li> <li>- Manage, coordinate and monitor projects, plans and programmes;</li> <li>- Organise and lead technical meetings with all types of internal and external contacts;</li> <li>- Use IT tools: Word, Excel, PowerPoint.</li> </ul>
<p><b>Behavioural competencies</b></p>	<ul style="list-style-type: none"> <li>- Strategic vision ;</li> <li>- Results orientation ;</li> <li>- Anticipation ;</li> <li>- Sense of diplomacy;</li> <li>- Negotiation skills;</li> <li>- People skills, listening skills and interpersonal skills;</li> <li>- Leadership;</li> <li>- Working under pressure and with tight deadlines;</li> <li>- Leading change;</li> <li>- Translating the institution's strategy into operational objectives, monitoring and evaluating them;</li> <li>- Delegating and organising work;</li> <li>- Evaluating and developing the skills of staff.</li> </ul>
<p><b>EMPLOYMENT CONDITIONS</b></p>	
<p><b>Remuneration</b></p>	<ul style="list-style-type: none"> <li>- Salary and benefits in accordance with the ECCAS salary structure.</li> </ul>
<p><b>Nationality &amp; gender</b></p>	<ul style="list-style-type: none"> <li>- Must be a national of an ECCAS member state; the overall geographical balance between member states will be taken into account for the recruitment;</li> <li>- Female candidates are encouraged to apply.</li> </ul>
<p><b>APPLICATION DOCUMENTS</b></p>	
<ul style="list-style-type: none"> <li>- Motivational letter of application;</li> <li>- Detailed curriculum vitae including full contact details of the applicant (full name, address, telephone, fax, e-mail);</li> <li>- Citizenship certificate;</li> <li>- A copy of birth certificate or supplementary judgement in lieu thereof;</li> <li>- A copy of criminal record (bulletin n°3) not more than three months old;</li> <li>- Certified copies of academic degrees and diplomas;</li> <li>- Work certificates and documents attesting to professional references;</li> <li>- A medical certificate issued by a registered doctor;</li> <li>- Full identities of three referees who are not related to the applicant and who can attest to the applicant's professional and moral qualities;</li> </ul>	

The complete file, bearing the reference : **004/CEEAC/COM/APPS/DMS/2022**  
and the job title « **DIRECTOR OF MARAC AND SECURITY** », must be sent exclusively by e-mail to  
the following address : [recrutements@ceeac-eccas.org](mailto:recrutements@ceeac-eccas.org).