

Position: Witness Protection and Support Office Coordinator	Employment Regime: Seconded/Contracted	Post Category: Management Level ML-1
Ref. number: 0205	Location: The Hague, the Netherlands	Availability: 15 June 2026
Component/Department/Unit Kosovo Specialist Chambers / Witness Protection and Support Office Team	Security Clearance Level: EU SECRET or equivalent	Open to Contributing Third States: Yes

Reporting Line:

The Witness Protection and Support Office Coordinator reports to the Registrar/Deputy Registrar.

Main Tasks and Responsibilities:

- To coordinate and supervise team resources and liaise with other KSC/SPO organs, teams and units to ensure delivery of quality services;
- To plan and manage the effective delivery of services, including services that may be needed on an ad hoc basis;
- To liaise with the Witness Protection Programme (WPP) national partners, and other relevant stakeholders, as required;
- Together with the Senior Witness Protection Officer, to plan, travel, coordinate and facilitate protection operations, as required;
- To report regularly to the Registrar and Deputy Registrar on all team activities and coordinate the dissemination of information;
- To participate in financial circuits in line with decisions and KSC regulations;
- To undertake any other related tasks as requested by the Line Managers.

Essential Qualifications and Experience:

- Successful completion of University studies of at least three (3) years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area e.g. Bachelor's degree OR equivalent and attested police or/and military education or training or an award of an equivalent rank.

AND

- A minimum of ten (10) years of relevant professional experience, after having fulfilled the education requirements, out of which a minimum of three (3) years of management experience.

Specification of Education and Experience

- The above-mentioned University degree must be in at least one of the following fields of expertise: Law Enforcement, Police Sciences, Military Sciences, International Relations, Risk Management or other related university studies;
- Minimum of ten (10) years of progressively responsible experience in witness protection in a national or international organization;
- Experience in supervising witness protection personnel in an organization and/or international criminal or hybrid court;
- Experience in managing budgetary and financial responsibilities;
- Knowledge of victim and witness protection matters and threat assessment;

- Experience in witness management and dealing with sensitive and/or traumatized witnesses;
- Good judgement to deal with emergency situations, make sound and quick decisions and to identify the key issues in a complex situation;
- Excellent planning, organizational, drafting and IT skills;
- Excellent interpersonal and communication skills in English, both written and oral;
- Ability to work productively in a fast-paced, team-oriented environment and produce accurate work under pressure and in difficult circumstances;
- Ability to establish and maintain effective and constructive working relationships with people of different national and/or cultural backgrounds with respect for diversity;
- Demonstrated gender awareness and sensitivity; ability to promote an inclusive environment and integrate a gender perspective into tasks and responsibilities.

Desirable

- Previous operational experience in Kosovo;
- Good understanding of the political, cultural and security situation of the Balkans.