

<b>Position:</b> Associate Protection Officer	<b>Employment Regime:</b> Seconded/Contracted	<b>Post Category:</b> Management Level ML-3
<b>Ref. number:</b> 078	<b>Location:</b> The Hague, the Netherlands	<b>Availability:</b> 01 April 2019
<b>Component/Department/Unit</b> Kosovo Specialist Chambers/ Judicial Services Division/Witness Protection and Support Office	<b>Security Clearance Level:</b> EU SECRET or equivalent	<b>Open to Contributing Third States:</b> Yes

### Reporting Line:

The Associate Protection Officer reports to the Head of Witness Protection and Support Office.

### Main Tasks and Responsibilities:

- To provide protection services to all witnesses travelling to The Hague to testify before the Specialist Chambers;
- To investigate and provide threat and risk assessments and to recommend effective and appropriate short and long-term measures in protecting victims and witnesses appearing in the Specialist Chambers;
- To maintain protection files and to administer cases including financial accountability and due diligence on individual cases;
- To provide protection and support to the persons in the Witness Protection Program (WPP);
- To manage and organize highly confidential information;
- To monitor the psycho-social wellbeing/stress of witnesses and, if necessary, to brief the Support Officer and implement the measures to manage those issues;
- To maintain close relationships with national and international agencies to ensure that the necessary logistical and security co-operation and assistance are available, if required;
- To carry out specific tasks in the field, particularly to assist in arranging locations for testimony by video link;
- To provide regular updates on operational activities in the field, as needed;
- To be able to travel on extensive missions at short notice and of varying lengths of time;
- To follow and analyse the socio-political and security situation in the area of operations and to maintain knowledge of the conditions and infrastructure in the area of operations;
- To maintain a network of contacts with specialized agencies and to liaise with relevant governmental and non-governmental bodies assisting in providing protective measures;
- To uphold strict confidentiality regarding the matters relating to victims and witnesses;
- 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 four (4) years of relevant professional experience, after having fulfilled the education requirements.

### Specification of Education and Experience

- The above-mentioned University degree must be at least one of the following fields of expertise: Law Enforcement, Police or Military Sciences, Risk Management or other related university studies;
- A minimum of three (3) years of experience in working a in high risk witness protection unit, determining levels of threat and implementing witness protection schemes, which include identity change and international relocation;
- Good judgment to deal with emergency situations, make sound and quick decisions and to identify the key issues in a complex situation;
- Excellent interpersonal and communication (both verbal and written) skills;
- 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;
- Minimum category B driving license.

### Desirable

- Previous experience working in witness protection unit in an international organization or hybrid court or tribunal, particularly dealing with judicial and non-judicial witness protection;
- Previous operational experience in Kosovo;
- Knowledge of Albanian, Bosnian, Croat and Serbian;
- Good understanding of the political, cultural and security situation of the Balkans;
- License to carry a weapon.

### **Additional Information**

License to carry a weapon may be required. Candidates should be prepared to be trained in its use if not already in possession of the necessary licenses.