

Position: Protection Analyst	Employment Regime: Seconded/Contracted	Post Category: Management Level ML-2
Ref. number: 178	Location: The Hague, the Netherlands	Availability: ASAP
Component/Department/Unit Kosovo Specialist Chambers/ Judicial Services Division/Witness Protection and Support Office	Security Clearance Level: EU SECRET or equivalent	Open to Contributing Third States: Yes

Reporting Line:

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

Main Tasks and Responsibilities:

- To provide protection analysis, analytical support and language support services to the Protection Team and the Witness Protection and Support Office (WPSO), also during protection investigations and trial operations, and interpretation on matters concerning the mandate of WPSO by:
 - collecting, evaluating, collating and securely registering relevant information;
 - producing and maintaining situational threat and risk assessments and related analytical reports and charts;
 - monitoring the security situation in all areas of operation, as well as security incidents related to victims and witnesses;
 - developing early warning indicators and response tools to assist the mandate of WPSO;
 - maintaining a confidential database;
 - assisting in the planning and preparation of missions;
 - monitoring trial proceedings and providing analysis to the Protection Team for their recommendations;
 - assisting in the monitoring of the psycho-social wellbeing/stress of witnesses, and, where necessary, assisting in the implementation of appropriate measures;
- To carry out specific tasks in the field by:
 - providing regular updates on operational activities in the field as needed;
 - assisting in arranging locations for testimony by video link;
 - traveling on extensive missions at short notice and of varying lengths of time;
 - following and analysing the socio-political and security situation in the area of operations;
- To brief the Protection Officer on all relevant matters related to protection issues;
- 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

AND

- A minimum of seven (7) years of relevant professional experience, after having fulfilled the education requirements.

Specification of Education and Experience

- The above mentioned University degree must be in at least one of the following fields of expertise: Political Science, International Relations, Criminology or other related university studies;
- Excellent interpersonal and communication skills in English, both written and oral;

- Knowledge of and fluency in oral and written Albanian, one of the official languages of the Kosovo Specialist Chambers and Specialist Prosecutor's Office;
- Good judgment to deal with emergency situations, make sound and quick decisions and identify the key issues in a complex situation;
- Valid driving license of minimum category B;
- Strong reasoning skills, including the ability to understand complex scenarios and handle simultaneously conflicting information and hypotheses;
- Advanced computer skills, including ability to efficiently operate databases, search engines and analytical software;
- Ability to work productively in a fast-paced, team-oriented environment and produce accurate work under pressure and in difficult circumstances;
- Ability to act with utmost discretion and maintain confidentiality; ;
- 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 working environment and integrate a gender perspective into tasks and responsibilities.

Desirable

- Experience in the Witness Protection Unit of an international organisation, hybrid court or tribunal, particularly dealing with judicial and non-judicial witness protection;
- Knowledge of and experience with specialised analytical software, including “iBase” and Analyst notebook;
- Knowledge of Serbian language;
- Operational experience in Kosovo.