

TERMS OF REFERENCE

<b>Post title</b>	<b>Security Sector Accountability and Oversight Specialist (Senior Advisor to MoIS)</b>
<b>Status</b>	<b>Full time appointment</b>
<b>Suggested level</b>	<b>P4 equivalent</b>
<b>Organization unit</b>	<b>MoIS/Police Coordination Cell</b>
<b>Name of Supervisor</b>	<b>Minister of Internal Security, UNDP, Police Project Coordination Cell</b>
<b>Estimated duration</b>	<b>Till 31<sup>st</sup> December 2017</b>
<b>Duty station</b>	<b>Police Project Coordination Cell/MoIS/Police HQ</b>

**I. Organisational Context/Background**

1. The Federal Government of Somalia (FGS) has approved the priorities for policing Somalia proposed by the Minister of Internal Security (MOIS) in his Strategic Action Plan for Policing 2013 – 2017 (SAP) as it is found in the Joint Rule of Law Program Workplan. The SAP aims to deliver a unified, capable, accountable and rights-based Somali police service, providing basic safety and security for its citizens. As such the SAP pursues strategic goal PSG2 of the New Deal for Somalia set out in the 2013 Somali Compact, as well as the broader aims set out in the provisional Federal Constitution.

2. The Ministry of Internal Security role, reflecting the Compact and the Constitution, is supervisory in the areas of. a) to develop **overall national priorities** for policing, as part of the FGS overall approach to the Rule of Law; b) to provide the police with the **resources and legal framework** they need to achieve their priorities effectively and ethically; and c) to keep the police focused on **delivery of the agreed priorities** and upon **professional, ethical service standards**.

**II. Job Purpose**

The Police Accountability and Oversight Specialist post exists to supply the Ministry of Internal Security with the expertise it needs to discharge one of its key roles - ensuring security sector accountability and oversight at the local and national level as well as its role as leading agency for counter human trafficking. The **Security Sector Accountability and Oversight Specialist (Senior Advisor to Ministry) with Police Project/ LoA coordinator (Senior Advisor to Police Commissioner)** will have the responsibility of reporting on LOAs and other agreements between the security agencies under the control of the Ministry of Internal Security. This reporting will be to both the Ministry and the United Nations agencies involved in reporting on the agreements.

40% of the time will be spent within the Police Project Coordination Cell location assuring that all activities being conducted by the various agencies are properly coordinated through the Minister of Internal Security and the Cell.

60% of the time will be spent within the Ministry and the various police agencies assuring that internal and civilian oversight of the security agencies, under the Ministry of Internal Security are operating in a fair, accountable and transparent fashion

**III. Job Specification**

The Security Sector Accountability and Oversight Specialist main tasks are to:

1. Develop an action plan for police oversight which will include the external and internal
2. further develop and assist rudimentary existing civilian oversight committees reporting in to Ministry,

maximizing synergetic local governance structures and any emerging national oversight initiatives e.g. Parliamentary committees, human rights commission, judiciary, auditor General, CSOs, Media ...etc.

3. developing concept note and programme for planned activities and organize workshops, round-table discussion for the relevant external oversight bodies stakeholders mentioned up.
4. Develop a draft policy for the external oversight on policing based on the outcome from the above workshops and round-table discussions.
5. Oversee the establishment of the Human resources, financial management, procurement/ assets management, reporting and auditing which is implemented by consultancy firm.
6. set up regular MOIS /UN/Regional Government liaison meetings to discuss matters of mutual interest
7. generally, to assist the Ministry of Internal Security with the development of policy, standards and advice in the area of accountability and oversight.
8. work with Senior Police Advisor to SPF and Police Inspection Directorate to enhance police inspection and accountability system.
9. follow up and work with Finance Department of MOIS on financial expenditure reports to UNDP with providing technical report against the cash in advance for activities under LOA.
10. communicate and coordinate with a range of local initiatives at varying stages of development.
11. She or he must bring to bear a sensitive understanding of international standards and expectations, relevant local community dynamics and political possibilities and work creatively to pull together acceptable options to go forward as national policy
12. deploying a full range of formal and informal committee/secretariat skills to ensure constructive regular engagement with civil society.
13. Support the ministry, as leading agency for countering human trafficking, through facilitating the efforts to counter Human trafficking.

#### IV. Reporting

The Security Sector Accountability and Oversight Specialist reports to the Ministry and UNDP.

#### V. Deliverables

- An action plan for enhancing the external oversight on police
- Concept notes and programme for the planned activities under the LOA
- Draft an an interim Policy for external oversight based on the New Policing Model
- Minorng missions report for the oversight bodies to the police stations and departments
- Minutes for the external oversight bodies' meetings and follow up the implementation of the agreed actions.
- With other relevant institutions, draft a national action plan for countering human trafficking.
- regular and meaningful reports
- regular, minuted MOIS/Regional Government liaison meetings
- With Senior Advisor to SPF, follow up and work with Finance Department of MOIS on financial expenditure reports to UNDP with providing technical report against the cash in advance for activities under LOA.
- Other reports and papers related the project and LoA signed with MOIS.

#### VI: Post Provisioning

Supplied on site by Ministry and PPCC

#### VII. Person Specification: Qualifications and Competencies

The successful candidate will be able to demonstrate a deep practical understanding of police accountability issues and the ability to command NGO as well as SPF and FGS confidence. In addition:

##### I. Academic Qualifications:

- Graduate, preferably to Master's level from an accredited university in law, police administration,

human rights or related topic

II. Experience:

- Substantial direct experience of police accountability issues, possibly acquired in an Government context
- Substantial experience of committee secretariat work
- Experience in developing and delivering practical positive approaches to seemingly intractable policy problems
- Former high level Government post

III. Competencies:

In addition to the technical competencies already outlined:

- Outstanding interpersonal skills
- Excellent stakeholder management skills
- Developed powers of analysis and judgement/Head of Unit

IV. Language requirements:

- Fluent in written and spoken Somali and English

V. Other information

In country and international travel will be required.

**TERMS OF REFERENCE**

<b>Post title</b>	<b>Police Project/ LoA Coordinator (Senior Advisor to SPF)</b>
<b>Status</b>	<b>Full time Civil Service appointment</b>
<b>Organization unit</b>	<b>SPF Commissioner's Office</b>
<b>Supervisor</b>	<b>SPF Commissioner.</b>
<b>Estimated duration</b>	<b>Upto 31st Dec 2016</b>
<b>Duty station</b>	<b>SPF HQ</b>

**I. Organizational Context/Background**

1. The Federal Government of Somalia (FGS) has approved the priorities for policing Somalia proposed by Minister of Internal Security (MoIS) in his Strategic Action Plan for Policing 2013 – 2017 (SAP). The SAP aims to deliver a unified, capable, accountable and rights-based Somali police service, providing basic safety and security for its citizens. As such the SAP pursues strategic goal PSG2 of the New Deal for Somalia set out in the 2013 Somali Compact, as well as the broader aims set out in the provisional Federal Constitution.
2. The Somali Police Force (SPF) is responsible for delivering the SAP, in collaboration with the other security sector providers and in conjunction with

the justice system. It must also make its own organizational plans, including the Commissioners Implementation Plan to ensure that all resources are effectively and efficiently used and that agreed priorities are pursued.

## II. Purpose

The **Police Project/ LoA Coordinator (Senior Advisor to SPF)** develops and supports all SPF planning, implementation and management processes and establishes Project Planning and coordination Office functionality within the office of the SPF Commissioner.

## III. Job Specification

There are three main aspects to the role.

1. Support the SPF management internal and external planning processes with contribute to designating police projects/programmes
2. On behalf of the Commissioner, advise on the development, coordination, monitoring and Implementation of his internal policing plans and responsibilities particularly the activities under the Letter of agreement with UNDP related to the development of Somali police. It requires an understanding of change management and entails identifying and bringing forward timely proposals to develop the Plan in the light of evaluation, evidence based research and new developments.
3. Prepare the quarterly coordination meeting for the Federal Police Commissioner and the Regional state commissioners. This will include supporting donor co-ordination through the PWG and leading on the Task Groups. This would include identifying the venue for the meeting; prepare the background papers and meeting schedule in consultation with Security Sector Accountability and Oversight Specialist at the MoIS.
4. Coordinate the implementation of capacities building programme within the SPF, with relevant Somali Police Directorates, and monitor of progress against LOA with providing progress report to SPF and UNDP.
5. Together with Senior Advisor to MOIS, follow up and work with Finance Department of MOIS on financial expenditure reports to UNDP with providing technical report against the cash in advance for activities under LOA.
6. Provide logistical arrangements for the quarterly coordination meeting for the Federal Police Commissioner and the Regional state commissioners.
7. All meetings must have detailed meeting minutes and workshop reports must be shared with the PPCC and Police Working Group.

## IV. Reporting

The **Police Project/ LoA Coordinator** will reporting to the SPF Commissioner and coordinate closely on a daily basis with the Senior Advisor of MOIS.

## V. Deliverables

- Organize technical meetings based on the thematic areas with relevant Police Directorate (police station management training, community policing, police inspection, specialized training, ...etc.) that are covered under the LOA/ current project with UNDP with providing action points for the SPF senior management

decisions and actions.

- With Senior Advisor to MoIS, provide regular progress report on all activities covered under the current project/ LoA to both SPF and UNDP.
- Set the agenda of PWG and Task Group Agendas/Reports/Recommendations.
- Preparing research papers, reports and presentations for the SPF Commissioner and UN too be presented at the PWG and other national and international forums.
- Organise quarterly coordination meetings for the Federal Government SPF Commissioner and the regional state commissioners and ensure full documentation of the proceedings of the meetings.
- With Senior Advisor to MoIS, organizing planning consultations meeting with addressing all aspects of SPF priorities and develop a strategic plan and project proposals.
- With Senior Advisor to MoIS, follow up and work with Finance Department of MOIS on financial expenditure reports to UNDP with providing technical report against the cash in advance for activities under LOA.
- Data Management/Analysis to be shared with international community.

## **VII. Person Specification: Qualifications and Competencies**

The successful candidate will be a person of impeccable integrity, with real vision and commitment to improving the Somalia Police Force. In addition:

### I. Academic Qualifications:

- University degree and 10+ years of relevant work experience, or
- Advanced Professional Qualification and 8+ years of relevant experience

### II. Proven Experience:

- Professional experience in planning or project management roles.
- Experience in policy development, data gathering and implementation and monitoring of plans
- Experience or understanding of Government and Security Institutions in Somalia
- Experience of leading and managing teams

### III. Competencies:

- Communication skills –oral and written
- Analytical skills /Problem Solving
- High proficiency with computer packages, in particular MS Word, MS Excel, Project packages and Power Point.
- Ability to lead and work in a Team

### IV. Language requirements:

- Fluent in written and spoken Somali and English