

JOB PROFILE

JOB FRAMEWORK

Job Title AU Political Analysis and Reporting

Job location : Addis Ababa, Ethiopia

Area of Activity: Political relations

Category :

Situation : n.a.

JOB CONTENT

Overall purpose: monitor and contribute to analysis and reporting in the fields within the competence of the AU Commission and its RECs, under the direct supervision of the Head of Section and/or Head of Delegation (HoD).

FUNCTIONS AND DUTIES

Monitoring & Reporting regularly and timely to Head of section, HoD and HQ (including early warnings, specific requests, info flashes and "think pieces") on :

- All the fields within the competence of the AU and its RECs and specifically: Conflict prevention, management and resolution; Governance, Rule of law & democracy - including electoral processes, human rights, civil society etc -, Justice, liberties & security issues - including migration and antiterrorism;
- Any other field deemed necessary by the Head of Section and/or Head of Delegation:

Analysis & Advice: contribute to prepare briefings and/or visits; contribute to advice on coherence of EU external policy activities in the context of its relations with the AU and its RECs; to the implementation of regional integration initiatives; Contribute to formulation of the AU/EU cooperation strategy, to political dialogue and strategy in above mentioned horizontal areas taking into account the AU and relations of the RECs with the EU and other main partners.

Networking : develop contacts with diverse officials and organs of the AU and its associated bodies such as its RECs, the African Parliament and Court of Justice as well as other stakeholders, representatives of the EU Member States' diplomatic missions, of other main partners and of regional organisations, with the EU and local business chambers and associations; Monitor activities supported by other donors, with a view to ensuring coordination in the elaboration of projects and domestic/regional strategy papers; Develop close contacts, , etc.

Presentation, information and communication : Where mandated to do so by and under the HoS and/or the HoD supervision, contribute to explain, specify, defend EU positions & policies to domestic audience, particularly politicians, press, business and academics; contribute as necessary also to the Press and Information activities of the Delegation in all relevant areas;

JOB REQUIREMENTS

EDUCATION AND TRAINING

The candidate will possess a university diploma on Law, Political Science, Economics, Business Administration, or equivalent.

KNOWLEDGE & EXPERIENCE

Required suitable professional experience of at least 5 years in the above mentioned areas at institutional level, analysis and reporting; in third countries (Embassy, Delegation, International organization, NGO, etc.); Knowledge of EU institutions, related decisional processes CFSP-CFSD, JLS, EU external policies (geographic and thematic); of geographic area in question and relevant regional integration processes.

SKILLS

Linguistic skills

Thorough knowledge (capacity to write and speak) in English and French is required.

Communication skills

Capacity to report on complex facts in an easy-to-understand way; computer proficiency: word, excel, outlook (e-mail) required.

Interpersonal skills

Capacity to work and communicate under time constraints in an international diplomatic and multilingual environment; to adapt quickly to new situations and deal with new challenges; to team working; strong co-ordination and communication skills required.

Intellectual skills

Solid analytical capability as well as drafting and reporting skills;

PERSONAL QUALITIES

Dynamic, motivated and flexible personality.

ADDITIONAL INFORMATION

SITUATION by: 19 November 2009

Name of the Job holder: n.a

Category and grade: n.a