

International Civilian Consultant Post

PART 1

POST NUMBER: AF OST 0070
CLOSING DATE: 30 OCTOBER 2007
HEADQUARTERS/UNIT: HQ ISAF/CJPOTF
LOCATION: KABUL, AFGHANISTAN
JOB TITLE: CHIEF MILTISOURCE INTELLIGENCE FUSION
ANALYST/MEDIA SURVEYOR
GRADE: ICC III B

The benefit package includes:

- €6,380 monthly salary
- €73.24 / day allowance, per each day spent in Theatre
- Installation allowance in an amount of one monthly salary (the allowance is 50% reimbursable if the incumbent leaves the appointment before completion of three years of service).
- Accommodation in the camp – Free of Charge
- Two days of annual leave per month worked
- Start of tour & End of tour - paid transportation to/from Afghanistan
- 5+2 days “Leave from Theatre” plus an air ticket up to €1,000 for every six months spent in the Theatre
- Van Breda International Medical Insurance

PART 2 - DUTIES

a. POST CONTEXT:

General: The ISAF CJPOTF is the sole asset of COMISAF to directly communicate to the local population via organic mass media. It forms the centrepiece of the ISAF information effort towards the population within the ISAF AOO's. The CJPOTF's task is to influence and to inform specific target audiences approved by the NAC and explains COMISAF's mission and activities to a broad public. Thereby, it creates a supportive atmosphere for the conduct of military operations under the ISAF mandate. The CJPOTF is directly subordinated to COMISAF.

Specific: Chief MIFA will be responsible to provide monitoring and analysis of the Target Audience (TA) and the TA media so as to allow Chief PSYOPS Theatre TAA/TES Section and Commander CJPOTF to better execute their mission.

b. REPORTS TO: CHIEF PSYOPS THEATRE TAA/TE SECTION

c. PRINCIPAL DUTIES.

1. Develop and maintain a concept for multiple source intelligence M&A related to changing operational requirements.
2. Develop and maintain a concept for countering and/or preventing adverse effects to ISAF mission and/or ISAF PSYOPS objectives arising from external multiple source media, including enemy propaganda.
3. Gather intelligence from multiple sources concerning local/international media of varying types and different aspects of the TA life and culture.
4. Provide executive summaries and in-depth analysis and assessments of MM, Hostile Propaganda, PSYOPS products, etc. to CJPOTF and HQ ISAF.

5. Provide critical assessments of any related OSINT or other Intelligence related to Media and PSYOPS activities to stakeholders.
6. Provide critical recommendations based analysis to said stakeholders.
7. Act as advisor and consultant to related PSYOPS efforts within CJPOTF.
8. Plan and coordinate daily/weekly MM and analysis from multiple local and international radio, television, print, and other Open Source Intelligence (OSINT) and related Intelligence sources.
9. Conduct briefings and seminars, as required, and engage in roundtable discussions, "brainstorming" sessions, "murder boards" and other ISAF PSYOPS related topics and activities and act as expert advisor/consultant during said sessions.
10. Conduct research into topics related to incoming or outgoing ISAF portieres and PSYOPS from multiple sources including, but not limited to, Unclassified Internet, Classified Intelligence databases such as JOIIS< LOCE, etc. and such other sources as may be accessed.
11. By order create, draft, supervise and, if and when necessary, edit/proofread, summaries, briefings, RFI's, FRAGO's and other documents pertaining to monitoring and analysis of related media and recommendations to CJPOT and ISAF Command.
12. By order plan and assist with counterpropaganda efforts using ISAF media and other PSYOPS products and capabilities.
13. Participate in meetings as ordered in ISAF AOO and NATO sphere.
14. Establish and maintain working relationships with pertinent local and international media, government, military, diplomatic, intelligence and other related entities, organisations and individuals.
15. Conduct and participate in pre-test and post-test, polls, information gathering, face-to-face (F2F) communications with TA and other related stakeholders.
16. Establish and maintain contacts/relationships with the TA and maintain knowledge of local customs, beliefs, political, security, social structure and all other necessary knowledge so as to continue to provide expert advice to command and stakeholders regarding both ISAF and local/international media products and effect.
17. Supervise International Civilian Consultants and Local Civilian Personnel in the TAA/TES Section.
18. Assist with other analytical/assessments requirements within CJPOTF.

d. ADDITIONAL DUTIES

1. The incumbent may be required to perform such other related duties as may be directed. If needed, the personnel will be deployed within all ISAF Area of Operations.

PART 3 - QUALIFICATIONS.

A. Essential qualifications

a. Professional/Experience.

- Minimum of seven years of professional analytical experience in a supervisory or managerial capacity in a establishment such as Media, Law Enforcement, Military Diplomatic or other governmental organisation.
- Experience (incl. presentations) in writing clear of concise, reports, assessments, essays or intelligence summaries (Intsums), situations reports (Sitreps) etc.
- Experience in conduction of in-depth research from numerous multiple source.
- Experience in speaking publicly, engaging in open professional discussions, brainstorming sessions, roundtable discussions, seminars, briefings, VTCs and/or other related exchanges of ideas and recommendations.

b. Education/Training:

- Undergraduate University degree in/or, but not limited to, Law, Science, IR, Psychology, Marketing/Advertising, Mass Media or other discipline related to the analysis of Media, Intelligence and/or PSYOPS.
- Driving license.

c. Security Clearance.

NATO SECRET

National authorities are asked to ensure that security clearance is provided before the arrival of the individual.

d. Language. (Listening, Speaking, Reading, Writing):

English: (SLP 4444)

NOTE: The work both oral and written in this post and in this Headquarters as a whole is conducted mainly in English.

e. Standard Automated Data Processing (ADP) Knowledge.

Word Processing: Working Knowledge

Spreadsheet: Basic Knowledge

Graphics presentation: Working Knowledge

Database: Basic Knowledge

B. Desirable qualifications

a. Professional/Experience

- Experience as a Chief Media, Public Information or related positions as Chief Analyst.
- Experience in intelligence (INTEL) as analyst.
- Experience in military law, operations and/or exercises.
- Knowledge of NATO procedures and practices specially in drafting NATO-formats reports and such documents as FRAGO's, RFI's, REP's etc.
- Background in national PSYOPS units and operations.
- Experience in supervision of personnel, ideally in a multinational, multiethnic environment.
- Experience in working international area preferably in an Islamic state.

b. Education/Training

- PSYOPS education/course.
- INTEL education/course.
- Psychological education/course.
- Training in related databases such as JOIIS, LOCE, Analyst Notebook or other related sources.

C. CIVILIAN POSTS.

a. Personal Attributes.

Ability to work with military and civilian personnel in a multinational, multiethnic environment.

High personal integrity, and able to realte to, and create trust in all.

Highly articulate, confident and persuasive team-builder, able to motivate and communicate to achieve exceptional performance.

Dependable and reliable in supporting and enabling team effort to porduce genuine long-term sustainable development.

b. Managerial Responsibilities.

- Mid-level.
- Manages the OSINT analysis team of TAA.
- Supervise International Civilian Consulants and a Local Civilian Personnel in the TAA/TE Section.

c. Professional Contacts.

Expected to establish/maintain amiable professional contacts and relationships with TA, and with local/international military, LEO, Diplomatic, NGO and such other stakeholders as may be necessary to perform duties.

d. Work Environment.

Taken the current situation in Afghanistan into account, must be prepared to work under certain threat conditions.

Primarily within office at ISAF HQ, Kabul (Afghanistan), but will also be expected/required to work outside base, in often-hostile environment and under austere conditions.

D. MEDICAL EXAMINATION:

Prior to employment, selected candidate will be required to pass a medical examination in order to ensure that he/she fulfils the physical standards demanded by exercise of the functions of the post.

E. REMARKS:

Tour of 12 months with possibility for extension.