**Terms of Reference**

**MARITIME SECURITY PROGRAMME ADVISOR**

**Danish Maritime Security Programme for the Gulf of Guinea 2022-2026**

(international recruitment)

**Client**: Government of Denmark

**Location:** Accra, Ghana with periodic travel within West Africa as required.

**Contract information**: Fixed term for *insert* (Probationary period…, with possibility for extension)

**Background**

These Terms of Reference relate to the position of Maritime Security Programme Advisor (MSPA) to the Danish Gulf of Guinea Maritime Security Programme phase 3 2022-2026 (DMSP 3). The programme is the third phase of Danish support to the strengthening of regional capabilities and capacities for maritime domain awareness (MDA) and response as well as a longer-term institutional strengthening of maritime governance. The programme is funded through the Danish Peace and Stabilisation Fund (PSF), which draws from both Ministry of Defence and Ministry of Foreign Affairs sources.

The overall objective of the support is *enhanced regional maritime security in the Gulf of Guinea through more capable maritime and law enforcement institutions at national and regional level*. It builds on Denmark’s current and previous diplomatic, stabilisation, and development engagement in the region and has been designed to complement Denmark’s other channels of support between 2022 and 2026. The programme further strengthens Denmark’s contribution to maritime security in the Gulf of Guinea. It also reinforces Denmark’s commitment to stability, the rule of law, gender, and human rights.

The programme has been designed around four interlinked Peace and Stabilisation Engagements (PSE):

**PSE 1** – Support to gendered criminal justice system responses to the threat of maritime crime in Benin, Cameroon, Cote d’Ivoire, Ghana, Nigeria, and Togo (UNODC)

**PSE 2** – Supported Regional Maritime Policing in Benin, Cote d’Ivoire, Ghana, Nigeria, and Togo (INTERPOL)

**PSE 3** – Integrated Responses to Threats to Maritime Safety and Security in the Gulf of Guinea Maritime Domain (KAIPTC)

**PSE 4** – Maritime Domain Awareness and Operational Response (DCD)

**Purpose of the post**

The post is designed to fulfil the following full-time function:

The Maritime Security Programme Advisor is responsible for day-to-day management of the programme, including coordination with implementing partners and the Maritime Military Advisers in Accra and Abuja. The MSPA is responsible for the timely issuing of mandatory PSF reports, input to internal MFA results monitoring systems, and communication of results. The MSPA reports to the Deputy Head of Mission in Accra. The MSPA will be based in the vicinity of the Embassy in Accra.

**Required competencies**

1. Demonstrable project advisory, management, and monitoring skills and techniques, especially experience in managing regional peace and security projects.
2. Track record of experience in representing donor agencies in technical development coordination and other settings. Experience with ECOWAS and/or ECCAS and advantage.
3. Proven organizational skills in coordinating activities and resources.
4. Excellent drafting skills, including the ability to draft reports with objectivity and independent judgment.
5. Confidentiality and a high degree of tact and ability to build and maintain effective working relationships with internal and external stakeholders at all levels.
6. Ability to work under pressure and against tight deadlines.
7. Ability to work as part of a team in an international cross-cultural context.
8. Meticulous attention to detail, whilst maintaining an awareness of general policy directions and priorities of Denmark’s interventions in the Gulf of Guinea.
9. Excellent ability to draft and edit technical texts and present complex issues orally in a clear manner.
10. Demonstrated ability to multitask and to work under pressure against tight deadlines, whilst maintaining accurate high-quality work.
11. Good interpersonal skills and ability to build and maintain effective relationships.
12. Prior experience with donor aid administration, with experience with Danish aid administration an advantage.

**Professional experience**

1. Minimum 10 years of progressively responsible experience working in a multi-cultural environment in the peace and security sector in West Africa.
2. Demonstrable experience of maritime security operations and planning.
3. At least five years of progressively responsible professional experience managing and reporting on regional projects and/or programmes in Africa involving also international donors.
4. Demonstrated experience of monitoring and reporting on international projects in accordance with results-based management (RBM) principles, including output and outcome-based reporting, monitoring and assessment of changes in assumptions and risks, theory of change, etc.
5. Experience in organizing and participating in international meetings related to peace and security broadly and maritime security in particular.
6. Experience with facilitating and presenting technical training courses at a senior level.
7. Working experience of international conventions. General knowledge of the maritime sector with personal network into national security sector practitioner community in Africa.

**Education**

Graduate degree in social sciences / political science or equivalent from a recognized university. Other additional and relevant certificates or commensurate experience is an asset.

**Language skills**

Complete written and oral proficiency in English, and working ability in French, full fluency in French an advantage.

**Other knowledge and skills**

Participation in the development of project monitoring systems and related documentation and procedures. Good working knowledge of standard MS Office applications including proficiency in Microsoft Excel.

**Main duties and responsibilities**

1. Day-to-day management of the DMPS 3 in close consultation with the Danish Embassies in Accra and Abuja, the Monitoring, Evaluation and Learning coordinator and with programme implementing partners.
2. Coordination and interactions with engagement partners, including through bi-annually virtual meetings of the Cross-Engagement Coordination Committee.
3. Representing the Embassy in technical meetings as per instruction and under the guidance of the Deputy Head of Mission.
4. Supervision and guidance of the MEL Coordinator.
5. Draft PSED and other reports for final approval by the Deputy Head of Mission in Accra.
6. Take lead on the development of a *Monitoring, Evaluation, Accountability and Learning Plan* (MEAL Plan) in conjunction with the *Monitoring, Evaluation and Learning Coordinator* and work by and expand this plan during the implementation of the programme.
7. The Danish Embassy in Accra may assign other related duties.

**Management**

The Maritime Security Programme Advisor (MSPA) will report to the Deputy Head of Mission at the Danish Embassy in Accra.

**Location**

The Maritime Security Programme Advisor will be based in Accra, Ghana with periodic travel to other countries in West and Central Africa. S/he will be allocated office space at the Kofi Annan International Peacekeeping Training Centre in Accra.

**Recruitment**

International