



Organization for Security and Co-operation in Europe

The Secretary General

Vienna, 21 June 2024

To: All Heads of Delegations

Subject: Head of the OSCE Mission to Montenegro

Delegations are invited to nominate suitably qualified candidates for the above-mentioned seconded position, which will become vacant owing to the end of appointment of the current Head of Mission. The nomination of qualified female candidates for this senior management position is strongly encouraged.

The OSCE Mission to Montenegro provides assistance to the host country to institute reforms, and to further strengthen democratic development in line with the OSCE's commitments and principles. In line with its mandate, the Mission works with the national and local authorities, civil society and the media in the following areas: law enforcement and security sector reform, election administration, support to Parliament, judicial reform, strengthening human rights and gender equality, building media professionalism and promoting environmental protection and youth inclusion.

The Mission comprises 32 mission members. Please refer to SEC.GAL/118/21 of 13 September 2021 for additional information regarding the Mission's mandate and operation

The Head of Mission leads the work of the Mission and aligns the Mission's human and material resources to ensure optimal outcomes. She/he provides overall strategic guidance; reports on a regular basis to the Permanent Council and the Chairperson-in-Office; co-ordinates with and updates the Secretary General, the Director of the Conflict Prevention Centre, and respective departments of the OSCE Secretariat; and upholds sound and constructive relations with the host country and the media. She/he is responsible for the effective and efficient management of the Mission's human, financial and material resources.

The successful candidate will have proven diplomatic skills at a senior level. She/he will be a senior leader with demonstrated experience in successfully leading and managing a field operation.

The following competencies are key success factors for this role:

Leadership: Providing a sense of direction and promoting an enabling environment

Strategic thinking: Identifying goals and developing plans for achieving them

Communication: Maintaining clear and transparent internal and external communication

Analysis and decision-making: Drawing sound conclusions and taking expedient decisions

Managing performance: Helping maximize team performance and skills building

Collaboration: Working effectively with others on common goals

Planning: Working towards achieving goals in a structured and measured manner

Initiative-taking: Proposing and initiating new ideas, activities and projects

Flexibility: Responding positively and effectively to changing circumstances

Assessments for the purpose of this recruitment are conducted remotely. Should candidates be requested to travel to Vienna for eventual interview, please note that all related travel expenses are to be borne by the nominating authorities.

Nominations should be submitted to the Secretary General (email address: pm@osce.org) by **02 August 2024**. Candidates should complete the application form and include their motivation in the cover letter, which can be found in the OSCE website (<https://jobs.osce.org/resources/document/offline-application-form>).