



Law Enforcement Liaison

Job Title:	Law Enforcement Liaison Specialist
Job Type:	Full-time
Reporting Manager:	Romania National Director
Department:	Romania National Office
Office:	Bucharest, Romania
Date:	September 28, 2020

Position Overview:

The Law Enforcement Liaison Specialist (hereafter Liaison Specialist) is responsible for coordinating International Justice Mission (IJM) activities in Romania with the Romanian Police and other law enforcement agencies and its officers dedicated to combatting human trafficking. The position will also liaise with other regional law enforcement bodies.

The Liaison Specialist should be well-versed in current internationally recognized law enforcement best practices and procedures, will provide classroom instruction to officers and labour inspectors on a myriad of topics and techniques related and applicable to anti-human trafficking law enforcement, to include the recognition of trauma indicators in trafficking victims and interview techniques designed to minimize the effects of trauma on memory; the benefits of the multi-disciplinary response to human trafficking victims and successful criminal justice outcomes, case management and the evidentiary requirements to prove human trafficking offenses in Romania.

The Liaison Specialist will strive to become a trusted advisor to police and labour inspector decision-makers and augment lessons taught in the classroom to police audiences with consultation, mentorship and suggestions for process improvement to further enhance the abilities of police and labour inspectors engaged in anti-human trafficking.

The Liaison Specialist will collaborate closely with police leaders to identify new anti-human trafficking training requirements, increase public awareness and reporting of human trafficking and process improvement opportunities. New training will be developed and delivered in concert with police trainers who will assume increasingly greater ownership as the program matures and their capacity increases. Key police decision-makers will be routinely updated on program status, direction and empirical results during recurring briefings and meetings.

To promote the multi-disciplinary response to anti-human trafficking and reap the benefits it provides trafficking victims and the administration of justice, the Liaison Specialist will facilitate multi-disciplinary workshops, training and other learning opportunities among criminal justice system stakeholders, including police, prosecutors, members of the judiciary and social welfare providers. The Liaison Specialist will

The Liaison Specialist will support the Romania National Office Security Plan development with support from the Regional Security Officer.

The Liaison Specialist reports to the National Director and works in close collaboration with IJM counterparts across the globe to further program objectives.

Key Result Areas (KRA):

The success of this role is measured by the following KRAs:

1. The Romanian Police increase proactive and reactive anti-human trafficking investigations and operations.
2. Romanian Police investigations and operations produce increased arrests and successful prosecutions of human traffickers and increased rescues of trafficking victims.
3. More trafficking victims and witnesses remain engaged with police and prosecutors throughout the criminal adjudicative process.
4. Romanian Police leverage their relations with the public to increase reports of actionable human trafficking information.
5. IJM staff are consistently kept aware of contemporary security threats and risks as necessary.
6. IJM Operational Staff follow and adhere to operational security protocols.
7. In collaboration with Office Manager submit a monthly security report to Romania National Director and Regional Security Officer.
8. Building of collaborative relationships with other organizations security leads and focal points.

Roles and Responsibilities:

Networking & Partnerships

1. Work closely with criminal justice system stakeholders to create a unified, multi-disciplinary response to human trafficking.
2. Become a reliable and trusted advisor to Romanian Police and labour inspector decision-makers. Collaborate with them to determine program direction and candidly share program progress and performance with them regularly and often to promote transparency and ensure alignment with police strategic objectives and mission priorities.
3. Assist the police and labour inspectors in raising public awareness of human trafficking and develop system(s) to increase the reporting of actionable trafficking information by the public to the police.
4. Promote collaboration, coordination and human trafficking criminal information sharing between Romanian Police Central Directorates and County Police Inspectorates and foreign law enforcement.
5. Seek input from police seniors, criminal justice system stakeholders and trafficking survivors to identify police training requirements and process improvement opportunities.
6. Leverage IJM assets elsewhere to facilitate introductions, criminal information sharing and bilateral anti-trafficking investigations for Romanian Police with foreign and international law enforcement partners with shared anti-trafficking interests.
7. Become the vanguard of IJM Romania's overarching objective of seeking justice for the victims of human trafficking through a high-functioning criminal justice system that will protect them and end the impunity of those who would victimize them.
8. Serve as the IJM National Director's primary representative to the Romanian Police and facilitate introductions and meetings for IJM seniors, as required.

Training and Development

1. Collaborate with Romanian Police and labour inspectors' seniors, other criminal justice agency leaders and human trafficking survivor groups to identify police and labour inspector training requirements.
2. Develop and deliver training that includes best law enforcement practices to address requirements in concert with police trainers. The Liaison Specialist's collaboration with police trainers will focus on increasing their capacity and ownership of anti-human trafficking education efforts.
3. Provide Romanian Police anti-trafficking investigators the tools required to successfully complete their mission.
4. Mentor, guide and collaborate with police in their anti-human trafficking enforcement.
5. Identify systemic gaps in police anti-human trafficking efforts; develop and propose remediation plans to police decision-makers.
6. Develop, organize, deliver and moderate high-quality multi-disciplinary training, workshops and other learning opportunities for criminal justice system members.
7. Develop security plans for staff movements and events.

Documentation, Reporting & Data Management

1. Track government anti-human trafficking efforts:
 - a. Case initiation
 - b. Offender arrests
 - c. Victim rescues
 - d. Cases accepted for prosecution
 - e. Successful prosecutions

The resulting analysis will help identify future training requirements and fuel the development and delivery of remediation training.

2. Work with IJM team members to monitor and evaluate project performance, vis-à-vis target objectives, outcomes and outputs.
3. In collaboration with Office Manager submit monthly report to Romania National Director and Regional Security Officer detailing:
 - a. Country Geopolitical and COVID-19 situation
 - b. Record of operational movements or case related movements
 - c. Inventory check on all security equipment, vehicles, satellite phones.
4. Document and manage all data for all IJM incident reports.

Leadership and Management

1. Assist to raise the awareness among IJM staff on safety/security issues on a regular basis
2. Be on call 24 hours a day, seven days a week to support staff in the event of a security incident or emergency arising or delegate to trained and qualified person.

Strategy & Knowledge Development & Implementation:

1. Identify threats to the safety and security of IJM assets, staff or clients and develop sound mitigation plans
2. Assist to provide security briefings and updates to new hires, visitors and as needed.
3. Maintain the documentation and filing of security management (incident reports, trainings, management plans and etc.).
4. Conduct Security Risk Assessments when required.

Supervisor:

1. The Liaison Specialist reports the Romania National Director.

Education & Experience:

1. Minimum eight (8) years' experience conducting criminal investigations with the Romanian Police, preferably in the Combatting Organized Crime Directorate
2. Minimum three (3) years' experience supervising Romanian Police criminal investigations, preferably in the Combatting Organized Crime Directorate
3. Experience investigating and successfully resolving human trafficking offenses that led to the criminal convictions of the offender(s) is preferred
4. Unblemished history of documented superior police service
5. Recognized, respected and highly regarded by Romanian Police leadership
6. Spoken and written fluency in Romanian and English required
7. Fluency in other European languages is a plus
8. Prior experience training law enforcement audiences
9. Effective public speaker
10. Valid Romanian driver's license
11. Experienced computer-user proficient in Microsoft Word, Outlook, PowerPoint and Excel

Technical Competencies:

1. Proven ability to plan and conduct criminal investigations and supervise the investigations of others
2. Excellent writing, documentation and reporting skills, including the ability to maintain digital records and generate high-quality written reports
3. Experienced and trained in interviewing child victims of crime
4. Significant experience conducting proactive criminal investigations and operations
5. Significant experience conducting and orchestrating undercover law enforcement operations and handling informants
6. Ability to create and deliver good tactical plans and mission briefs

Non-Technical Competencies:

1. Team player and team oriented across multi-disciplinary teams
2. Demonstrates servant leadership and the values of IJM
3. High levels of self-motivation and personal initiative
4. History of building effective intra-organizational alliances
5. Interest in project development, and ability to thrive as part of a small, flexible team
6. Creative and energetic problem solver
7. Extremely high levels of honesty and integrity
8. Ability to work well under stress and deadline pressures with a sustained positive attitude
9. Attention to detail; organized and disciplined with priorities
10. Passionate to combat human trafficking, rescue victims and hold offenders accountable

Other Duties:

This job description is not designed to cover or contain a comprehensive list of activities, duties or responsibilities for the position. Duties, responsibilities and activities may change at any time with or without notice. All positions are required to perform any additional tasks assigned by the supervisor. Please submit a cover letter indicating why you are interested in the position along with a current CV to romania@ijm.org. Remuneration will be competitive and commensurate with experience. Applications will be received on a rolling basis and until the position is filled. It is anticipated that initial short lists will be developed within two weeks of publishing this notice. The advertisement will remain open until the position is filled.