1. INTRODUCTION

The World Customs Organization (WCO) is an independent intergovernmental body, established in 1952 as the Customs Co-operation Council (CCC), whose mission is to enhance the effectiveness and efficiency of Customs services across the globe. The WCO represents 186 Customs administrations that collectively process approximately 98% of world trade. As the global centre of Customs expertise, the WCO is the only international organization with competence in Customs matters.

As a forum for dialogue and exchange of experiences between national Customs delegates, the WCO offers its Members a range of Conventions and other international instruments, as well as technical assistance and training services provided either directly by the Secretariat, or with its participation. The Secretariat also actively supports its Members in their endeavours to modernize and build capacity within their national Customs administrations.

2. OVERVIEW

In order to effectively enforce the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES) and suppress the illegal wildlife trade (IWT), the WCO Environment Programme (EP) aims at raising Customs profile and at enhancing the Customs administrations'
capacities in terms of detection, interception, processing, investigation and handling for the prosecution of cases. To this end, the EP organizes a range of activities, such as:

- The development of tools and training materials on CITES enforcement;
- Regional and global workshops and webinars, aiming to improve the skills and knowledge of Customs officers and enhance international and inter-agency cooperation in the field of combating IWT;
- Diagnostic and technical support missions, in which WCO experts work with beneficiary Administrations to address training frameworks, enhance and implement legal instruments, strengthen the IWT Risk Management framework;
- Operational planning and implementation based on Administrations’ needs and priorities;
- IWT accreditation workshops, with the objective to create and extend a pool of IWT experts in the different regions; and
- Regional and global enforcement operations against IWT, allying the efforts of different law enforcement agencies.

The EP’s IWT portfolio encompasses Programme and Project activities that have the common objective to capacitate the beneficiary Customs administrations by implementing activities that increase the overall awareness on IWT, foster administrations’ efficiency and effectiveness by applying modern risk management techniques, enhancing national and international cooperation, and improving enforcement efforts.

3. PROJECT BACKGROUND

The INAMA Project concept aims at strengthening the enforcement capacities of Customs administrations in sub-Saharan Africa, South America, and Asia in the field of IWT. Since its inception in 2014, the Project provided support to more than 30 countries. Under the INAMA umbrella, a large number of events are being carried out at national, regional and global levels, including expert missions, workshops, training and enforcement operations, significantly enhancing Customs administrative capacities and creating a strong well-connected network of experts in the field of IWT at the regional and global level.

In September 2019, the WCO and the United States Department of State (DoS): Bureau of International Narcotics and Law Enforcement Affairs (INL), entered into an agreement to implement the WCO INAMA Project, aiming to enhance the role of Customs in a selected group of South American, sub-Saharan African and Asian countries in order to enable them to contribute to the mitigation of Illegal Wildlife Trade.

The current INAMA Project aims to combat wildlife crimes through an enhanced global Customs response. The trafficking of wildlife poses a risk to security and undermines economic development and the rule of law. Next to the investigative and prosecution functions of law enforcement and prosecution agencies, customs agencies play a critical role in detecting and intercepting illicit consignments.
The INAMA Project raises the efficiency and effectiveness of beneficiary Customs administrations by recognizing the suspicious consignments in the international supply chain, dealing with IWT cases and enhancing cooperation with other law enforcement agencies in fighting IWT phenomena at the global level.

4. **OBJECTIVES**

Specific objectives of the WCO EP INAMA Project include:

- Organizing in-country missions, regional workshops, trainings and webinars, aiming at improving skills and knowledge of Customs officers on IWT and enhancing inter-agency and regional cooperation in the field of IWT;
- Supporting the integration of IWT training into the national training curricula of the beneficiary countries;
- Contributing to the development and refinement of IWT Risk Indicators, leveraging technological capabilities to enhance risk assessment processes;
- Planning and implementing activities focused on collecting operational data, with a strong emphasis on maximizing the utilization of WCO tools for efficient data collection, storage, analysis, and report extraction;
- Supporting the planning, preparation, and actively participating in the implementation of IWT enforcement operations that involve collaboration among multiple countries and agencies;
- Utilizing analytical tools to interpret data trends, identify patterns, and generate insights to enhance enforcement strategies;
- Facilitating training sessions for enforcement teams on the effective use of technology tools and software employed in IWT operations;
- Supporting capacity-building initiatives to enhance the IWT skills of enforcement officers across beneficiary countries, ensuring they are proficient in using the latest WCO tools and applications;
- Organizing specialized training sessions to enhance national collaboration, ensuring that enforcement teams are well-versed in coordinating efforts across different agencies to address transnational wildlife crime;
- Preparing operational reports and reviews to identify areas for improvement in enforcement strategies and tactics;
- Planning and organizing workshops dedicated to IWT training, liaising with technical experts and ensuring seamless integration of the tasks and knowledge into project activities or operations;
- Coordinating the scheduling of IWT-focused training sessions with experts to optimize training and activities;
- Ensuring that key project insights and advancements are effectively communicated to the Project manager;
- Coordinating operational reviews, collaborating with country officers to identify areas for improvement in enforcement strategies and tactics;
• Working closely with the country’s operational teams to incorporate lessons learned into updated Standard Operating Procedures (SOPs);
• Collaborating with WCO Regional Intelligence Liaison Offices (RILOs) to facilitate the exchange of information in the area of IWT between customs administrations;
• Providing training and technical assistance in accordance with the INAMA/WCO scope of activities to enhance the capacity of Customs officers to deploy enforcement techniques more effectively to combat wildlife crime; and
• Supporting the project manager to make informed decisions based on accurate and up-to-date information based on the project activities.

5. MAIN ACCOUNTABILITIES

Under the supervision of the Environment Programme Manager, the INAMA Project Expert will be responsible for contributing to planning of INAMA Project activities, offering technical insights, advising on strategic direction, ensuring the quality of project deliverables, providing counsel to WCO management and Customs administrations, and engaging in speaking engagements. These responsibilities will be executed within the defined parameters of scope, schedule, and budget established for the Project.

For the said purposes, the Project Expert will especially focus on the following key activities:

i. Contributing to Planning INAMA Project Activities:
   a) Assisting in the identification of project objectives, priorities, and resource requirements;
   b) Contributing expertise to the planning process, ensuring alignment with project goals and objectives;
   c) Collaborating with team members in line with their roles, responsibilities, and workflows for project implementation; and
   d) Monitoring progress against established plans and recommend adjustments as needed to ensure project success.

ii. Providing Technical Input:
   a) Offering technical expertise and knowledge in relevant areas to support project activities and decision-making;
   b) Conducting research, analysing data, and providing insights to inform project strategies and interventions; and
   c) Conducting or facilitating workshops, trainings and other events implementing project’s activities.

iii. Advising on Strategic Direction:
a) Providing strategic guidance and recommendations to project leadership based on a thorough understanding of project goals and objectives; and
b) Analysing trends, risks, and opportunities to inform strategic decision-making and planning.

iv. Ensuring Quality of Deliverables:

a) Reviewing project outputs, including reports, presentations, and materials, to ensure accuracy, relevance, and completeness;
b) Conducting periodic evaluations to assess the effectiveness of project processes and outputs; and
c) Advising the project management on corrective actions as needed to address quality issues and improve project performance.

v. Advising the WCO and Customs Administrations:

a) Advising leadership within the WCO and Customs administrations on project progress, challenges, and opportunities;
b) Supporting the integration of project outcomes and learnings into broader organizational strategies and initiatives; and
c) Fostering strong relationships and communication channels between the project team and relevant stakeholders within the WCO and Customs administrations.

vi. Speaking Engagements:

a) Delivering presentations or speeches on project objectives, activities, and outcomes;
b) Engaging with stakeholders, partners, and the broader community to raise awareness of project goals and achievements; and
c) Preparing relevant materials, such as presentations or reports, to support speaking engagements and ensure effective communication of key messages.

vii. Any other WCO Environment Programme-related duties as may be assigned by the supervisor.

6. EDUCATION

- Bachelor’s degree in the area of science, economics, law, public administration or business administration, preferably project management / administration / environment or related fields. An equivalent combination of education, skills and experience can be considered.
7. EXPERIENCE

Customs background and knowledge are preferable and will be a strong asset:

- At least seven (7) years of Customs or law enforcement experience as an active Customs/law enforcement official or former Customs/law enforcement official with a proven track record in enforcement-related matters, direct exposure/engagements in enforcement operations (wildlife trade operation preferably), a good understanding of risk management practices and the development of risk profiles within the law enforcement context, and the experience in capacity building and training;
- Experience in enforcement of wildlife-related legislation;
- Experience in project implementation;
- Experience in working in an international / cross-cultural context.

8. LANGUAGES

- English and French are the two WCO official languages. For this post, fluency in English is required.

9. COMPETENCIES

- Strong topical expertise;
- Excellent strategic skills;
- Excellent mentoring skills;
- Excellent organizational skills;
- Excellent communication skills (oral and written);
- Ability to work in an international and multicultural environment;
- Ability to adhere to tight deadlines;
- In-depth knowledge of MS Office (Word, Excel and PowerPoint).

10. CONTRACT AND CONDITIONS

- Staff member under short-term contract until 30 September 2025;
- Probationary period: six (6) months;
- Full-time employment (37 hours and 40 minutes weekly) at the WCO Headquarters in Brussels, Belgium;
- Frequent travel to the beneficiary countries is required based on business needs;
- 30 days of annual paid leave;
- Salary starting from 6,000 EUR/month all-inclusive (remuneration exempted from income tax in Belgium); and
- Compulsory WCO health insurance deducted from the salary (around 73 EUR/month).
This position is subject to the Manual for Short-Term Contractors. The successful applicant shall not acquire the right subsequently to occupy a permanent post within the WCO. The successful applicant will not be affiliated to any retirement fund or pension scheme taken by the WCO. If a candidate is related to current WCO staff members (spouse, father, mother, son, daughter, brother or sister), he/she is required to expressly indicate this in the application.

11. APPLICATION AND RECRUITMENT PROCESS

The onus is on the applicant to demonstrate how he/she meets each of the essential qualifications and requirements. Applicants are encouraged to detail concrete achievements in their CVs and/or cover letters as well as include professional references.

Only short-listed candidates will be contacted for an assessment which may include a written test and/or an interview. All short-listed candidates may be requested to provide copies of their original diploma, certificates and proof of relevant experience. Pre-selected candidates may also be subject to reference checks to confirm the information provided in the application.

Interested candidates should submit their application for review no later than 15 March 2024, including a CV and cover letter in English or French by e-mail to:

EnvironmentProg@wcoomd.org

The evaluation of applicants will be conducted on the basis of the information submitted in the application according to criteria of the position and the WCO applicable rules.

12. ADDITIONAL INFORMATION

The WCO values commitment to the principles of integrity, transparency and accountability as well as values diversity among its staff members. Applications from qualified women and men will receive equal treatment and due regard will be paid to the importance of recruiting nationals from WCO Members on as wide a geographical basis as possible. The age limit for employment with the WCO is 65. Please note that the WCO Headquarters is a non-smoking environment.