



- **Position: Programmatic Consultant**
- **Reports To: Officer in Charge – Programmatic Unit**
- **Location: Remote/ In-Person**
- **Employment Type: Consultancy**

**About the IIJ:** The International Institute for Justice and the Rule of Law (IIJ) is an organisation located in Malta with a mission to deliver innovative and sustainable capacity-building through the implementation of counter-terrorism-related, rule of law-based good practices developed by the Global Counterterrorism Forum (GCTF) and other international and regional fora.

Since its inauguration in 2014, the IIJ has trained more than 10000 criminal justice practitioners through its interactive capacity-building workshops – in Malta and abroad – that enhance the competencies of judges, prosecutors, police, prison, and other criminal justice practitioners to address terrorism and related transnational criminal activities within a rule of law framework. The IIJ delivers capacity-building training tailored to the needs of the regions it serves, including East and West Africa; North Africa and the Middle East; Central and Southeast Asia. For more information on the IIJ, please visit the IIJ's website: [www.theiij.org](http://www.theiij.org)

#### **Job Overview:**

**The IIJ is seeking applications from qualified experts to organise the delivery of its Programmatic Unit's innovative programmes on varied topics related to criminal justice approaches to counterterrorism, which may include Artificial Intelligence and Counterterrorism, the Nexus between Transnational Organized Crime and Terrorism, and Battlefield Evidence. The main focus of this consultancy is the development and delivery of capacity-building workshops and other activities aimed at strengthening criminal justice system to counter terrorism and other serious transnational criminal activities.**

#### **Key Responsibilities:**

In coordination with IIJ staff and external experts, the Consultants will organise and prepare for the delivery of one of the above-mentioned programmes by liaising with, advising, coordinating and supporting the IIJ staff and stakeholders. The following are the key responsibilities which will be undertaken by the consultants:

- Designing programmatic agenda and delivering course and/or workshop tailored to train criminal justice sector practitioners with a primary geographic focus on North, West, and East Africa, the Middle East, South-East Asia and other select regions;
- Planning and managing the organization, logistics, and implementation of training, workshops and other capacity-building activity, and developing action plans and tools for measuring concrete results and impact;
- Preparing a variety of other written work as needed, such as agendas, After Action Reports, background working papers, correspondence, presentations, and programme summaries;



- Assisting with the monitoring of and reporting on the implementation of funded activities, and participating in the evaluation of the programmes;
- Managing the programme budget, monitoring costs against work performed and training delivered as the programme progresses, and preparing detailed activity reports and contributing to preparation of financial reports as needed; and
- Liaising with key partners and international experts to ensure activities are co-ordinated and the IIJ's visibility is enhanced.

#### **Timeframe for programme delivery: 20-25 days**

- Preparation for the event (15-18 days). This can be done remotely.
- In-person attendance at the event (3-4 days).
- Finalisation of the after-action report (2-3 days). This can be done remotely.
- Travel to and from the event will be organised by the IIJ as for other programme participants.

#### **Requirements:**

- Advanced university degree (Master's degree or equivalent) in law, international relations, political science, or a related field; and
- A minimum of six years of relevant progressively responsible experience in government and/or in an international organization, including at least three years of experience in designing and/or managing programmes building capacity to address terrorism or related transnational criminal activities in line with human rights and the rule of law.

#### **Additional Qualifications:**

- Fluency in English, with excellent drafting and communication skills;
- Subject matter expertise related to criminal justice, rule of law, counterterrorism, and/or foreign policy;
- An existing network of experts in the counterterrorism field, including relevant governmental and non-governmental contacts;
- Proven ability to communicate effectively with diverse stakeholders, including national governments, international organizations, non-governmental organizations, donors, policymakers, practitioners and experts;
- Advanced ability to set goals, resolve problems in a timely manner, and make decisions that enhance an organization's effectiveness;
- Excellent interpersonal skills and the ability to establish and maintain effective working relations with people of different national and cultural backgrounds;
- Availability to travel to international programmes;



- Natural networking skills and an ability to constructively manage internal and external relationships with diplomacy, cultural sensitivity and discretion; and
- Understanding of diverse legal and political frameworks and contexts in countries and regions that constitute the IIJ's primary geographic focus.
- Proficiency in either French or Arabic (or other language skills) will be considered an asset.

**How to Apply:**

Interested applicants meeting the qualifications are invited to submit a cover letter and resume to the IIJ Executive Secretariat at [hr@theij.org](mailto:hr@theij.org) and [wellsw@theij.org](mailto:wellsw@theij.org) clearly stating "Programmatic Consultant \_2025" in the subject line. Applicants who have previously submitted their applications for the Programme Manager (PM\_2025) role need not reapply, but may be considered and approached directly by the IIJ.

**Deadline:**

Thursday 18<sup>th</sup> September 2025

*The IIJ is an equal-opportunity employer and welcomes applicants of all backgrounds, regardless of race, origin, disability, gender, or any other protected status.*