



## **UNIVERSAL STRATEGY GROUP, INC.**

130 9th Avenue South, Suite 100  
Franklin, TN 37064



### **POLICE ADVISOR, U.S. EMBASSY QUITO, ECUADOR**

The Police Advisor will be located at an office designated by the MOG or Ecuadorian National Police (ENP) to provide strategic planning, general administrative, and policy and program advice concerning Police program priorities and objectives to the INL Director and INL Coordinator, the ENP, Embassy Quito leadership, the Embassy Quito Law Enforcement Working Group (LEWG), and INL/WHP. The Police Advisor will help INL Quito develop and manage Police assistance programs and related issues toward the strategic goal of reducing the flow of cocaine to the United State via Ecuador. The Advisor will work through INL Quito to liaise with other agencies/governments active in the fields of strategic planning, intelligence, policing, law enforcement, security assistance, and cooperation, and with host government contacts. The Police Advisor will assist INL Quito in monitoring its Police assistance projects in Ecuador, analyzing their effectiveness and suggesting improvements. The Police Advisor will be embedded with the MOG and/or the ENP for up to four days per week (on average), providing expert advice and mentoring to assist with Police operational planning, institutional development, and to formulate assistance requests to be submitted to INL Quito.

### **BACKGROUND**

The U.S. Department of State is the lead institution for the conduct of American diplomacy and the Secretary of State is the President's principal foreign policy advisor. The Department of State's mission is to advance U.S. national security interests, fight terrorism, protect U.S. interests abroad, and implement foreign policy initiatives that build a freer, prosperous and secure world.

The Bureau of International Narcotics and Law Enforcement Affairs (INL) keeps Americans safe at home by countering international crime, illegal drugs, and instability abroad. INL helps countries deliver justice and fairness by strengthening their police, courts, and corrections systems. These efforts reduce the amount of crime and illegal drugs reaching U.S. shores.

The INL Section at U.S. Embassy Quito is charged with developing strategies and programs to achieve international narcotics control, law enforcement, and justice foreign policy objectives. INL's mission is to minimize the impact of international crime and illegal drugs on the United States and its citizens by providing effective foreign assistance and fostering global cooperation.

INL Quito and the Ecuadorian Ministry of Government (MOG) require the services of a Police Advisor to assist in building Ecuador's capacity to minimize the impact of international crime on the United States and its citizens by providing effective foreign



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assistance and fostering global cooperation. The program is a collaborative effort between the United States and Ecuador designed to assist Ecuador in improving operational capacity to prevent, mitigate, interdict, investigate, prosecute, and punish high-impact crimes that considerably contribute to transnational criminal organization viability, or extreme violence in Ecuador, or threats to the citizens and interests of both countries.

The Police Advisor will help INL Quito develop and perform oversight on sustainable foreign assistance programs and provide specialized expertise to assist INL and Ecuador in the planning, development, coordination, and implementation of the Police efforts and initiatives. The Police Advisor, working through INL Quito, will assist in reviewing, developing, implementing, and/or contributing to a wide variety of plans, policies, and procedures for advancing U.S. government and government of Ecuador (GOE) Police and counter-TOC (counter-TOC) priorities. The Police Advisor will assist INL in ensuring its assistance programs have a sustainable impact on key police units including, but not limited to the special operations unit, canine unit, and anti-kidnapping unit.

### **DUTIES AND RESPONSIBILITIES**

- Supports Ecuador's MOG and ENP on the day-to-day operations of their law enforcement efforts and their capability to respond to security and law enforcement challenges and makes recommendations to INL Quito on effective strategies.
- Assists in coordinating institutional development and capacity building assistance for Ecuador's Police with special emphasis on training activities to build their enforcement, strategic planning, and intelligence capability.
- Assists in the end-use monitoring of commodities provided to Ecuador by INL.
- Provides recommendations to Ecuadorian officials on necessary logistical support for Police operations in and coordinate INL support for logistical requirements.
- Reviews logistical support requests for accuracy and applicability and develop requirements for supporting ENP Police operations.



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- Provides recommendations to the INL Director, INL Coordinator, Government of the Republic of Ecuador, and Embassy contacts on appropriate types and levels of support needed to initiate and sustain INL-funded projects.
- Provides input as required to INL Quito for the annual country budget request, end-use monitoring report, the International Narcotics Control Strategy Report (INCSR), and the INL Spend Plan.
- Assists other USG agencies, under the guidance of the INL Coordinator, to help build the MOG's and ENP's Police capabilities by helping to coordinate USG-provided training, logistical support, and technical assistance.
- Supports the MOG and ENP, under the guidance of the INL Coordinator, to develop Police strategies and programs, including building intelligence capacity and mobile operations. All final approvals/processes will be carried out by an FTE staff member.
- Assists in the planning and development of the necessary command, control, communications, and intelligence support needed to effectively support various police units. All final approvals/processes will be carried out by an FTE staff member.
- Assists INL Quito and host nation personnel to improve the ENP investigative capacity by providing technical advice on communications, computer systems, data analysis, and field investigations.
- Drafts letters, cables, and other reports on INL activities under general guidance of the INL Director to inform routine reporting to INL/DC.
- Provides briefings, program evaluations, and support high-level visits as required by the INL Director and/or INL Coordinator.
- Conducts periodic site visits throughout Ecuador to assure effective implementation of strategies, agreements, and that initiatives are moving forward in a timely manner. All final approvals/processes will be carried out by an FTE staff member.
- Liaises with INL/WHP, INL/Bogota, and other INL sections in the Western Hemisphere on assistance programs with a cross-border nexus.



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- Assists INL/Quito in liaising with international donors in Ecuador to coordinate security support.

### **MINIMUM QUALIFICATIONS**

- US Citizenship
- Bachelor's degree from an accredited institution in international relations, law enforcement, public policy or related field (10 years professional law enforcement experience can be substituted).
- Twelve to eighteen years of experience with U.S. law enforcement or military, experience briefing in English.
- Demonstrated experience working overseas in an Embassy environment.
- Three years specialized experience depending on the position (e.g. intelligence, firearms, gangs, kidnapping, drugs, internal affairs).
- Knowledge of, and skill in, correct usage of English grammar, spelling, punctuation, capitalization, and style.

### **PREFERRED QUALIFICATIONS**

- Comfortable working in Spanish at or above a level equivalent to a recognized foreign language proficiency measurement framework, such as the Foreign Service Institute's defined 3/3 level. Demonstration or proof of language capability required, unless the individual is a native Spanish speaker. The Police Advisor will be embedded with the Ecuadorian Police and must possess a high degree of proficiency in Spanish which requires fluent conversing with the Ecuadoran official contacts on a daily basis.
- Demonstrated knowledge of specific country issues, including specialized knowledge of international narcotics and law enforcement, or similar type programs sufficient to ensure project work is in compliance with management policies and procedures and in conformance with the Foreign Assistance Act and other regulatory procedures and guidelines.



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- Proven knowledge of Federal policies and procedures including methods of providing assistance and the Federal budget process.
- Experience drafting US government reports and documents, such as the INCSR, embassy cables, and other documents.
- Current experience working directly with the Department of State or INL.
- Demonstrated work experience in developing and managing foreign assistance programs including assessment, monitoring, evaluation, planning, strategizing, implementing and reporting on projects.
- Demonstrated experience drafting analytical briefing papers, memoranda, letters, and reports for review and/or signature by senior-level officials.
- Current experience in planning and executing highly kinetic U.S. civilian law enforcement operations, especially related to Police.
- A Master's Degree in Project Management, Public Administration, or Criminal Justice.

**POSITION LOCATION:** The physical work location is in Government of Ecuador office space in Quito, Ecuador.

**TRAVEL:** Travel is authorized for this position.

**BENEFITS:** Employer offers a highly competitive compensation package for this position, including comprehensive medical insurance, paid time off, federal holidays, and a 401K matching with no vesting period. Employer also provides at, no cost to our employees, 50K in life insurance, short and long-term disability insurance coverage.

**SECURITY CLEARANCE:** A Moderate Risk Public Trust (MRPT) is required for this position; however the Advisor may begin work with an interim MRPT.



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***All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity or national origin.***