

TERMS OF REFERENCE

CAMPAIGN FINANCE ANALYST, Election Assessment Mission (EAM)

Background

The OSCE/ODIHR is the leading agency in Europe in the field of election observation. It co-ordinates and organizes the deployment of several observation missions with thousands of observers every year to assess the compliance of elections in OSCE participating States in line with OSCE commitments, other international standards for democratic elections and national legislation. Its unique methodology provides an in-depth insight into all elements of an electoral process, and permits to make concrete recommendations to further improve electoral processes. More recently, the OSCE/ODIHR started to deploy Election Assessment Missions (EAMs) in order to follow specific electoral issues in a broader range of OSCE participating States.

Objective

Under the guidance of the Head of the OSCE/ODIHR Election Assessment Missions (EAM) and in close coordination with the Election Department, the Campaign Finance Expert of the OSCE/ODIHR EAM assesses the situation regarding political party and campaign financing in line with OSCE Commitments, other international standards for democratic elections and national legislation and provides recommendations.

Main tasks

- Acquire knowledge of the election law and all other election-related legislation as relates to campaign finance;
- Acquire knowledge of the political party system and campaign, as well as the election administration and legal situation;
- Become familiar with relevant OSCE/ODIHR publications such as Election Observation Handbook, and Existing Commitments for Democratic Elections in OSCE Participating States, Handbook for Monitoring Women's Participation in Elections, Guidelines to Assist National Minority Participation in the Electoral Process and Existing Commitments for Democratic Elections in OSCE Participating States;
- Establish and maintain contact with the main political party and campaign finance stakeholders;
- Assess the status of political party and campaign financing, in line with OSCE Commitments, other international standards for democratic elections and national legislation.

Reporting

- Prepare an analytical report including recommendations for the Head of EAM on political party and campaign financing and on any other issues covered by the Analyst during the EAM before leaving the mission area;
- Remain available for consultation (phone or email) until the Final Report is published.

Education and Experience

- Advanced university degree in international relations, law, political science, social science, or related field;
- Two to three years of relevant professional work experience in national election administration, non-governmental organizations, international organizations, involved in observing and/or organizing election processes;
- Excellent analytical and drafting skills;
- Demonstrated ability to work under pressure in a sensitive political environment;
- Demonstrated ability to work as a member of a team composed of individuals of different cultural and political backgrounds, while maintaining impartiality and objectivity;
- PC literate; familiarity with word-processing;
- Excellent written and oral communication skills in English with knowledge of election related terminology. Knowledge of local languages is an asset.

Deliverables

- Analytical report including recommendations for the Head of EAM on political party and campaign financing and on any other issues covered by the Expert during the EAM.