

## **TERMS OF REFERENCE**

### **NEW VOTING TECHNOLOGIES ANALYST, Election Assessment Mission (EAM)**

#### **Background**

The 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 ODIHR Election Assessment Mission (EAM), the New Voting Technologies Expert of the OSCE/ODIHR Election Assessment Mission reviews and assesses the electronic voting system in place in line with OSCE Commitments, other international standards for democratic elections and national legislation and provides recommendations.

#### **Main tasks**

- Acquire detailed knowledge of the Election Law and all other relevant legislation and regulations;
- 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;
- Review the electronic voting system in place for the election in terms of transparency; public confidence; reliability and security; design and documentation; data protection, as well as other relevant criteria, and report on findings;
- Observe and report on any tests of the electronic voting system;
- Establish and maintain contact with the main authorities in charge of administering the elections throughout the country, in coordination with the Election Analyst.

#### **Reporting**

- Prepare an analytical report including recommendations for the Head of EAM about electronic voting system and the conduct of electronic voting and any other issues covered by the Analyst during the EAM for inclusion in the final report before leaving the mission area;
- Remain available for consultation (phone or email) until the ODIHR final report is published.

#### **Education and Experience**

- Advanced university degree in mathematics, statistics, computer science, political science, social science, or a related field;
- Minimum four years of relevant professional work experience at the national or international level with some experience in implementing or researching electronic voting systems and in observing 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. Knowledge of local languages is an asset.

#### **Deliverables**

- Analytical report including recommendations for the Head of EAM on electronic voting and on any other issues covered by the Expert during the EAM.