

## Senior Political Officer (DFAT) – Dhaka, June 2016

<b>Agency</b>	Department of Foreign Affairs and Trade
<b>Position number</b>	
<b>Title</b>	Senior Political Officer
<b>Classification</b>	LE6
<b>Section</b>	Political & Security Section
<b>Reports to (title)</b>	Second Secretary, Political & Security Section

### **About the Department of Foreign Affairs and Trade (DFAT)**

The role of the Department of Foreign Affairs and Trade (DFAT) is to advance the interests of Australia and Australians internationally. This involves strengthening Australia's security, enhancing Australia's prosperity, delivering an effective and high quality overseas aid program and helping Australian travellers and Australians overseas. The department provides foreign, trade and development policy advice to the Australian Government. DFAT also works with other Australian government agencies to drive coordination of Australia's pursuit of global, regional and bilateral interests.

### **About the Position:**

The Political Officer provides support and backup to the Political & Security Section in a range of ways, including in preparing reports on developments in Bangladesh, preparing for and hosting visitors and supporting the section by providing administrative services.

The key responsibilities of this position include, but are not limited to:

- Report on, and liaise with, the Bangladesh Government, Bangladesh Parliament, MPs, think tanks and NGOs on all matters concerning Bangladesh domestic politics and parliamentary affairs, focusing on issues of interest to Australia.
- Undertake research and analysis to contribute to policy development.
- Report on Bangladesh positions and, in consultation with the Second Secretary (Political), advocate Australian Government policy on counter-terrorism and other aspects of security cooperation. Liaise with Bangladesh on cooperation with Australia on these issues.
- Report on Bangladesh positions and, in consultation with the Second Secretary (Political), advocate Australian Government policy on South Asia.
- Undertake security liaison between relevant Australian authorities and their counterparts in Bangladesh.

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- Support major events/functions, liaise with Visits/Events teams and in liaison with Executive and Visits Section assist in the management of visits to Bangladesh by ministers and senior officials.

### **Selection Criteria**

- High-level written and oral communication skills
- Sound research and analytical skills
- Knowledge of key political and security issues in Bangladesh
- Initiative, judgment, flexibility and the ability to prioritise tasks independently in a high-pressure, unpredictable environment
- Strong interpersonal skills including the ability to work effectively in a small team, respond effectively to challenges and work with people from different cultural, religious and other backgrounds