



Criminal Investigations School Advisor

CRC is seeking a qualified Criminal Investigations School Advisor as part of the Central America Regional Security Initiative (CARSI). The CARSI Initiative, one of the largest and most sophisticated multi-lateral security efforts in the world, provides funding for the USG to assist the governments of the CARSI countries with police professionalization, justice sector reform, counter narcotics efforts, border security management, crime and violence prevention, and anti-corruption efforts.

Requirements:

- This is a part time position. (68 days, 544 hours)
- Serves as a Subject Matter Expert (SME) for training evaluation and mentoring to improve GOH investigative capacity, improve the GOH judicial system, protect human rights, reduce impunity, and strengthen the GOH National Police (HNP) and the Public Ministry.
- Provides technical law enforcement expertise, technical assistance, and training on behalf of INL in support of host-nation efforts to improve Criminal Investigations School operations and curriculum.
- Provides expertise and assistance to the Secretariat of Security, the Criminal Investigations School Administrator, and INL in the continued development of the INL supported Criminal Investigations School (EIC) curriculum.
- Coordinates program development, implementation and reporting with other GOH entities, INL advisors and other agency advisors working for the INL program.
- Assists the GOH to improve training capacity of the HNP through the development of the ECI.
- Assists INL to ensure effective and ongoing coordination, communication and support of mutually-enhancing programs and initiatives in compliance with the comprehensive USG/CARSI strategy for the reduction of violence in Honduras.
- Compiles and reports on qualitative and quantitative data, to include measurable improvements collected as outcome data.
- Provides expertise and assistance to the Secretariat of Security and INL in the continued development of the EIC investigative curriculum that will provide comprehensive training to all in-service investigators, evidence technicians, prosecutors and judges, and other relevant actors of the justice system as well as a continuing education and specialty curriculum.
- Enlists the cooperation of interested donating parties to work closely with the program and support and advise INL efforts to assist the GOH.
- Provides technical assistance and expertise to the GOH-Secretariat of Security and INL in the operation, and continued development of the Criminal Investigations School (EIC), with current curriculum and advanced specialty courses for investigators and evidence technicians in the Secretariat of Security, prosecutors in the Public Ministry, and judges in the Supreme Justice Court.



- Works with the EIC director to develop intermediate and advanced specialty curricula in key justice sector skill sets, including but not limited to report writing, interview techniques, and elements of a crime, case management for supervisors, surveillance/counter surveillance, risk assessment, evidence collection, and police practices.
- Designs courses in collaboration with the Public Ministry and the Supreme Court's School of Law to ensure the courses are based on GOH law.
- Works with the EIC director and EIC staff to develop and prepare budget submissions, determine staffing requirements, and overall management of the ECI.
- Coordinates with Police Education Program Manager and Colombian National Police advisors to identify and help implement capacity building/training aspects of the U.S.-Colombia Regional Security Action Plan.
- Assists INL to develop and maintain an HNP training plan that will promote effective policing practices.
- Provides advice and assistance in the preparation of procurement documentation for technical services, training, and commodities as well as monitoring procurement actions, including drafting source-origin waivers, bid solicitations, scopes of work, and delivery and acceptance of procured items.
- Works with INL personnel to prepare monthly and annual progress reports regarding the Criminal Investigations School.
- Prepares and maintains an annual implementation plan.
- Suggests avenues for mid-course correction if a program is not achieving its goals.
- Attends meetings with UINL and host-government officials as requested.
- Keeps INL informed and briefed on all matters relating to FCTF activities.
- Hours for this full-time position will be the core hours of the US Embassy in Tegucigalpa, Honduras, Monday through Friday, 40 hours per week.
- The position will be stationed in Tegucigalpa, Honduras.
- National and international travel may be required.
- Create a work plan per the instructions.
- Provide weekly, monthly, quarterly and annual reports of relevant program activity, progress toward desired impacts, recommendation for advancing program and U.S. objectives, project highlights, and other relevant significant information including metrics, mile-stones achieved, and other relevant statistical data. Report on scheduled upcoming meetings, trainings, and other activities, outlining dates and participants.

Special Instructions:

The advisor is required to make once per quarter, three-week trips to Honduras for monitoring and mentoring of EIC activities and compliance with implementing instructions. Each quarterly trip will be three consecutive weeks of 40 hours per week for a total of 120 hours per quarterly



visit. There will be two (2) days of travel days each trip for travel to/from (one day each way). The total for this contract will be for 544 hours or 68 days of effort.

First Quarterly Visit:

Within the first two weeks of the first quarterly visit, prepare a draft work plan (WP) which will be submitted to INL for review and approval. The WP should Build on objectives outlined in this SOW and EIC program documents, be designed to achieve the key impacts that INL seeks to contribute to GOH police reform and capacity building:

- include deliverables outlined in this SOW and any additional deliverables recommended by the Advisor,
- including a description of the proposed format of the deliverable and proposed delivery date(s),
- demonstrate how the proposed activities and deliverables contribute to achieving INL's desired goals and impacts,
- reporting should track progress toward outputs, outcomes and desired impacts, contain all proposed activities, timelines, staffing and key benchmarks for addressing each deliverable.
- Review and evaluate the previous training agenda, and make recommendations on those courses that are not 100% developed and/or useful for training requirements in the areas of criminal investigations, operations planning, risk mitigation, use of force, respect for human rights and other essential skills. The advisor will also make recommendations for those courses that will make best use of the equipment in the new Comayagua EIC facility. The advisor will provide case-based mentoring to the HNP officers that will reinforce the formal training in the areas of investigation analysis, where appropriate, the Advisor will also mentor prosecutors, judges and other relevant interlocutors who come into contact with the team.

Second Quarterly Visit:

The advisor shall submit a final work plan, incorporating revisions the first week of the second quarterly visit. The final WP will serve to track progress, track Deliverables, and monitor and evaluate the Advisor's performance in meeting the substantive requirements of the SOW. The advisor shall be responsible for keeping the WP up to date on a quarterly basis and shall submit WP updates as requested by INL.

Work closely with GOH instructor staff assigned to the new EIC facility in Comayagua, in the delivery of the courses fully developed by them, in all basic and advanced courses. In coordination with the EIC Director, and the school's academic coordinator, initiate planning for the courses that will be requested from the CNP, the following training year, giving priority to the DPI's needs. The CNP courses will be in accordance with the Capacity Enhancement Plan to INL and to the Criminal Investigations School. The Advisor shall continue the plan with appropriate time-lines and projected funding needs that will allow the GOH within the next three years to successfully conduct training in criminal investigations and police procedures



without outside assistance, and look at the school's future of into an international training facility.

Third Quarterly Visit:

Conduct a review of the EIC's needs in order that the school could be properly equipped for consideration of an international training facility. In line with the Capacity Enhancement Plan, working with INL staff, complete a Procurement Plan by making recommendations and provide required documentation such as specifications, cost estimates, and market research concerning equipment and supplies needed to enhance the Comayagua HNP capacity to meet program objectives. Provide the Procurement Plan with an Equipment/ Supply List for the project to the INL listing recommendations in these areas.

Fourth Quarterly Visit:

Continue and complete the Capacity Enhancement and Procurement Plans, merge these together by working with INL to finalize this four-year plan, prepare the final document and provide it to INL through the Advisor's company, and provide assistance to the GOH to enable them to achieve each phase of the plan, keeping in mind the EIC's independence and autonomy.

Qualifications:

- US Citizen
- MRPT security clearance
- English FSI level 4/4, Spanish FSI level 3/3
- Bachelor's degree in a related field from an accredited institution or fifteen (15) years of relevant experience
- Five (5) years of experience related to financial crimes
- Five (5) years of experience in management roles that include strategic planning, resource management, budgeting, oversight and evaluation and active management of law enforcement, judicial or prosecutorial operations
- Seven (7) years of demonstrated experience in complex crime or security programs aimed at achieving INL objectives
- Demonstrated experience in managing program resources
- Demonstrated prior ability to work independently on projects and issues within overall policy guidelines
- Demonstrated communication and liaison skills appropriate to work with a wide variety of governmental, public, and private sector representatives; as well as with local community members and groups
- Proficient in Microsoft Office Suite



Preferred Qualifications:

- Experience working and/or coordinating with other relevant U.S. government agencies and host nation entities.
- Experience working as a law enforcement advisor with non-U.S. law enforcement agencies.
- Experience working in international police development and reform.

About CRC

Crisis Response Company, LLC (CRC) is a Service Disabled Veteran Owned Small Business (SDVOSB) formed in 2009 by leaders who have captured and led numerous and recent peacekeeping operations on behalf of DoS, DoD, United Nations, the African Union, and Private Industry. CRC's leadership formed the company with a single goal to enable Governments and Private Industry succeed in Security Sector Reform/Transformation, Subject Matter Expert Manning, and Defense initiatives around the globe.

Please send qualified resumes to admin@crc-intl.com