

Job Description | Investigator, Enhanced Investigation Unit



JOB TITLE | Investigator – Enhanced Investigation Unit

LOCATION | London, Brussels, Washington DC, or home-based

REPORTING TO | Head of Enhanced Investigations

KEY RELATIONSHIPS | Regional field investigation teams; Tracing Unit; Analysis Unit

SALARY | Starting at £55,000, or local currency equivalent, matching experience

CONFLICT ARMAMENT RESEARCH | CAR is the world's only organisation dedicated to tracking the supply of weapons into conflict-affected areas and fragile states. CAR works to help expose the illicit supply of conventional and improvised weapons, ammunition, and related materiel into armed conflicts.

CAR staff work in more than thirty countries across Africa, Asia, Europe, and the Middle East. CAR partners with governments, international, regional and non-governmental organisations to conduct field investigations and to build investigative capacities, with an emphasis on in-person evidence-gathering and on generating information not available through open sources.

CAR's investigations provide policymakers with dynamic and quantifiable information to understand the modalities and facilitators of weapon transfers, and thereby to develop effective, evidence-based arms control policy. CAR is committed to working towards understanding the landscape of illicit weapon flows and to mitigating the supply of conventional and improvised weapons to unauthorised users.

PURPOSE | The Investigator will play a formative role in CAR's newly established Enhanced Investigation Unit, which works with other CAR teams to map human, financial and logistical networks behind illicit transfers of weapons and closely-related conflict resources.

Reporting to the Head of Enhanced Investigations, the Investigator will work with other colleagues to conduct long-range investigations into the facilitation, logistics and financing of:

- illicit weapon transfers;
- the procurement and development of non-conventional weapons;
- related conflict resources and expertise.

The postholder will help design investigative strategies, and will develop and pursue leads independently.

Specialist knowledge in weapons is valued but not essential. Prior experience of conducting field investigations relating to weapons, conflict resources, armed groups

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or terrorism is essential. The post-holder will be field-deployable, sometimes at short notice, including to some austere and potentially hostile environments.

The post will collaborate closely with CAR's regional field teams, and in-house units responsible for weapon analysis and tracing. Investigative products generated by the Enhanced Investigation Unit will support the investigative activities of regional teams and form the basis of external publications.

RESPONSIBILITIES |

- Design and implement investigative strategies to establish human, financial and logistical networks involved in illicit weapon transfers, in response to requests/leads from regional field teams.
- Contribute to at least one additional, complex long-range investigation per year, in collaboration with the Head of Enhanced Investigations.
- Conduct investigative research, including: identifying and meeting with sources; identifying, obtaining and exploiting relevant public and non-public records; managing evidence; writing up findings; managing source protection; and ensuring compliance with relevant laws and regulations.
- Liaise with regional field teams, the Tracing Unit and the Analysis Unit to conduct investigations while protecting CAR's field operations and access.
- Write internal and public-facing briefings and reports to communicate investigative findings to internal and external stakeholders.
- Comply with evidence management standards, including the management of interview records, physical items, documents, and digital evidence items.
- Populate CAR databases.
- Contribute to the development of investigative standards, procedures and SOPs in collaboration with the Head of Enhanced Investigations and heads of other units.
- Support fundraising for CAR investigative projects in collaboration with the Head of Enhanced Investigations and Directors.

PERSONAL SPECIFICATION |

Essential:

- At least 5 years' experience of conducting research or investigations relating to weapons, conflict resources, armed groups or terrorism.
- Experience of developing and implementing investigative research strategies in at least one of the following areas: illicit finance, conflict resources, armed groups, terrorist networks.

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- Demonstrated ability to identify and obtain non-public information, documentation and evidence in a lawful manner.
- Experience of researching corporate, financial and human networks.
- Experience of identifying and cultivating human sources.
- Experience of interviewing sources and witnesses, and managing such data and relationships.
- Experience of generating and pursuing investigative leads using two or more of the following sources: public records, social media, trade records, transport/logistics records.
- Demonstrated ability to communicate complex investigative findings through written reports, data visualisations and oral presentations.
- Experience of working in austere and/or hostile environments.
- Demonstrated ability to handle confidential and sensitive information.
- Willingness to travel overseas, including to hostile environments, typically for 3-14 days at a time regularly throughout the year, often at short notice.
- Fluency in written and spoken English.

Strongly desirable:

- Ability to write, read, speak and work confidently in one of the following languages: Arabic, Chinese, French, Russian.
- Experience of researching commodity supply chains or logistics.
- Experience of identifying, building and interrogating large datasets.
- Demonstrated familiarity with techniques of digital forensics/verifying digital evidence.
- Experience of compliance with libel/defamation law, privacy law and other relevant regulatory regimes in North America, the European Union or the Middle East.
- Experience of managing the protection of sensitive or vulnerable sources, including through information security strategies.



EMPLOYMENT TERMS |

Probation: Three months.

Duration: Permanent full-time.

Location: At one of CAR's office locations (London, Brussels, Washington DC), or working remotely. If working remotely, candidates must provide proof of legal working status in their country of residence.

Holidays: 30 days per year (Jan to Dec) in addition to all statutory holidays in your country of residence.

Hours: The standard working week is 40 hours, but staff will be expected to work longer days and through weekends on some occasions, particularly when in the field.

APPLICATION PROCESS |

To apply: Please email your CV and a cover letter which (1) details how you meet the person specification above, (2) gives a brief example of an investigation with which you have been involved, explaining your role, its progress and its findings (maximum 200 words).

Email to: admin@conflictarm.com

Deadline: 23:59 (GMT) on Sunday 17th February 2019

Starting date: April-May 2019