



REPUBLIC OF LIBERIA
NATIONAL CENTER FOR THE
COORDINATION OF RESPONSE
MECHANISM (NCCRM)



Job Vacancy Announcement

Position: Thematic Expert – Security Analyst

Reports To: Lead Analyst

Duty Station: NCCRM – Liberia

Salary: Negotiable (Government of Liberia Payroll) **Start**

Date: To be determined

Institutional Background

The National Center for the Coordination of Response Mechanism (NCCRM) is an initiative of ECOWAS established under the Early Warning System Protocol (1999), which provides a framework for sub-regional peace and security mechanisms. In Liberia, NCCRM was established through Executive Orders of the Government of Liberia and was subsequently enacted into law on July 7, 2022, following legislative approval.

NCCRM operates under a Statutory Board chaired by the Vice President of the Republic of Liberia and is mandated to coordinate early warning and early response actions aimed at mitigating threats to human security. The Center generates early warning reports, policy briefs, alerts, and recommendations across the following thematic areas:

- Gender
- Governance and Human Rights
- Security
- Crime and Criminality
- Health and Pandemic
- Environment

To strengthen its Security thematic unit, NCCRM invites applications for the position below.

Position Summary

The Thematic Expert – Security Analyst will provide high-level analytical support to Liberia's early warning and early response architecture by generating evidence-based security analysis, alerts, and policy recommendations. The Analyst will work closely with government institutions, civil society, private sector actors, ECOWAS, and development partners to identify emerging threats and support coordinated response actions that safeguard human security. This role requires a strong blend of research, data analysis, stakeholder coordination, and policy engagement.

Key Duties and Responsibilities

The successful candidate will:

- Collect, analyze, and disseminate security-related data and intelligence to inform early warning and response interventions.
- Identify trends, patterns, and risk indicators through quantitative and qualitative data analysis.
- Prepare analytical products including alerts, policy briefs, recommendations, publications, and monthly situation reports.
- Conduct geographical mapping and statistical analysis relevant to security trends.
- Provide technical input to support planning and deployment of response interventions.
- Design and coordinate response action plans with relevant stakeholders.
- Track implementation of response recommendations and conduct follow-up actions.
- Support the Lead Analyst and Executive Director in the coordination of alerts and early response actions.
- Establish and maintain data-sharing partnerships with national institutions, ECOWAS, civil society organizations, and other relevant stakeholders.
- Organize and facilitate briefing sessions on early warning and security reports.
- Produce national security situation reports and contribute to ECOWAS regional early warning mechanisms.
- Perform any other duties as assigned by the Lead Analyst or the Executive Director.

Qualifications and Experience

- Applicants **must be Liberian nationals**.
- Minimum of **five (5) years of professional experience** in security analysis, crime prevention, early warning/early response, or a related governmental security system.
- Bachelor's degree in Security Studies, Criminology, Peace and Conflict Studies, or related field. A Master's degree is an added advantage.
- Demonstrated ability to conduct security data analysis, interpretation, and report writing using national and international sources.
- Proficiency in Microsoft Office applications (Word, Excel, PowerPoint, Access).
- Excellent written and oral communication skills.
- Strong analytical, organizational, negotiation, and problem-solving abilities.
- Ability to work independently and as part of a multidisciplinary team in a cross-cultural environment.
- Qualified female candidates are strongly encouraged to apply

Application Procedure

Interested and qualified candidates should submit:

- A letter of application
- Curriculum Vitae (CV)
- Copies of relevant academic credentials

Applications should be submitted electronically to:

**nccrmliberia1@gmail.com and copy the Human Resource Office @
saywhahgayflor@gmail.com or Contact Phone No. 0775570761**

Deadline: January 30, 2026, @ 3:00 PM

Final appointment is subject to a background check by NCCRM, and only qualified Liberians are encouraged to apply

