



Kallelse

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**INVITATION to apply for NATO Gender Advisor Course
(online) 13-24 February 2023 conducted by NCGM –
Nordic Centre for Gender in Military Operations**

**Reply before
02-01-23**

1. Course dates & total number of seats

NATO GENAD 1 is conducted 13-24 February 2023. Number of seats is limited to 24.

2. Course purpose

The purpose of the course is to enable participants to perform successfully as a GENAD in both Peacetime Establishment (PE) and Crisis Establishment (CE) at strategic, operational and tactical levels. The course provides the student with a background of frameworks and guidelines regulating gender in military operations as well as the skills and competence required to act in an advisory role both in a national and international context.

3. Course iterations

2023

GENAD 2 29 MAY – 9 JUN (residential)

GENAD 3 9 – 20 OCT (residential)

(ISK)

Mailing Address

Visiting Address

Telephone

Fax

E-mail, Internet

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+46 8 584 540 00

+46 8 584 540 80

exp-lg@mil.se

SE-196 85 Kungsängen

www.forsvarsmakten.se/livgardet

SWEDEN



4. Target Audience

Military and civilian personnel appointed or selected for Gender Advisor positions within NCS/NFS, national or multinational HQs at strategic, operational or tactical level.:

Essential criteria:

- Officer with rank level OF 3-5 or civilian equivalent and with education minimum at Bachelor level degree (EQF 6).
- ***Language Proficiency 3-2-3-2 in accordance with STANAG 6001***
- Basic computer skills.

Desired criteria:

- Knowledge and experience working in a multinational or national staff or mission.
- Solid experience with NATO Comprehensive Operations Planning Directive (COPD) or national equivalent.

5. Learning objectives

After completion of the GENAD course participants will be able to:

- Advise leadership and staff on integrating gender perspective in military operations.
- Advise leadership and staff on Conflict Related Sexual Violence (CRSV) and recommend actions.
- Establish liaison and networking with relevant internal and external actors.
- Contribute to the planning, execution and evaluation phases of operations with gender products, analysis, assessments and recommendations.

6. Method

The course is a three-week course, one week of pre-studies and two weeks of online course with facilitated lectures, tasks, and Syndicate Work.

The first week is an individual pre-study week that consists of studying UN and NATO material, completing Advanced Distributed Learning (ADL) courses and a written pre-study assignment to be sent to NCGM. Note that pre-studies can be conducted any time after receiving the admission letter.

The two-week online course consists of lectures, facilitated discussions, individual and syndicate work presentations. The course will be interactive and every student is expected to take active part in discussions, exercises and syndicate work.

Please NOTE!: During the course off-scheduled time for preparations, handling in assignments etc. is needed.



The GENAD Course is a very demanding Course. Participation is required full-time for the course dates.

7. Pre-requisites

Prior to course start, all admitted students must have completed NATO Advanced Distributed Learning (ADL) Courses: **168 Role of Gender Advisor, 169 Improving Operational Effectiveness by Integrating Gender Perspective** and **171 Gender Focal Point**. The course certificates for completing the courses must be uploaded on Its Learning. If the student does not provide course certificates for ADL 168, 169 and 171, demonstrating that he or she has completed the courses, he or she cannot successfully complete the GENAD online course.

More detailed instructions for pre-studies will be sent to admitted students.

8. References

Reference material is to be presented during pre-studies and during the course. This material includes, but is not limited to:

Reading materials before the course – Must read/ compulsory

- DCAF Article “Why and how gender is vital to Military Operations”
- ADL 169: Improving Operational Effectiveness by Integrating Gender Perspective
- DPKO /DFS Guidelines: Integrating a gender perspective into the work of the United Nations military in peacekeeping operations
- ADL 168: Role of Gender Advisors and Gender Field Advisors in Operations
- Bi SC Directive 40-1(rev 1.) Integrating UNSCR 1325 and Gender Perspective into NATO Command Structure
- ADL 131: Introduction to the Comprehensive Operations Planning Directive (COPD)
- ACO Gender Functional Planning Guide

Reading materials during the course – Must read/ compulsory

- UNSCR 1325 and related resolutions UNSCR 1820, UNSCR 1888, UNSCR 1889, UNSCR 1960, UNSCR 2106, UNSCR 2122, UNSCR 2242, UNSCR 2274
- NATO military guidelines on how to prevent, and respond to Conflict Related Sexual Gender Based Violence
- NATO/EAPC Women, Peace and Security Agenda 2016-2018: Policy, Action Plan and Strategic Agenda
- OSCE Glossary Gender terms

Reading materials during the course – Optional

- Whose security? Practical Examples of Gender Perspectives



- Gender Makes Sense: A Way to Improve Your Mission
- Addressing a Conflict Related Sexual Violence an Analytical Inventory of Peacekeeping Practice
- NATO Policy for Protection of Civilians
- CEDAW

9. Student assessment

Each student must successfully achieve all Performance Objectives (POs) to pass the course. The students will receive the grade “Successfully completed” or “Participated” pending individual performance. A course certificate will be given at the end of the course. Both formative assessment and summative assessment will be used.

10. Language proficiency

Students must be in command of English as described in NATO standardization agreement (STANAG) 6001¹:

Listening Good (3), Speaking Fair (2), Reading Good (3), Writing Fair (2).

Language testing is a national responsibility. No additional training or translation will be provided.

11. Computer skills

Basic computer skills are necessary as this is an online course. NCGM training and information management relies heavily on our computer information system and online platforms.

12. Security classification

The content of this course is: UNCLASSIFIED

13. NCGM policy on personal data

In order to acquire a seat on a course at NCGM the applicant will be asked to provide personal data. To be able to process course applications, NCGM will handle the personal particulars stated in the application form, and the information will only be used for course related administration.

¹ STANAG 6001 can be found at www.natobilc.org. SWEDINT acknowledges that this standard may not apply to non-NATO states. It is however a reasonably good way of describing language skills.



14. Administration

a. Student Application

Student applications should be sent to NCGM *NLT 2 JAN 2023*. The application form / registration form will be found at:

<https://www.forsvarsmakten.se/en/swedint/nordic-centre-for-gender-in-military-operations/courses-at-ncgm-and-how-to-apply2/>.

The application form, authorized and signed by the national authority/POC, has to be sent to NCGM via e-mail, mail or fax.

Nominations received later will only be considered, if space is available.

b. Important information to national administrators etc:

It is important that this invitation reaches the applicant intended to apply for a seat on the course since it contains information that he/she needs in the application process.

c. Internet access before the course

Prior to joining the course at NCGM students will need access to internet in order to retrieve information that NCGM provides on the web page before the online course starts, such as course curriculum, application form etc. For access to course documents and reference material once admitted to the course, an online educational platform will be used.

It's Learning is the desired online educational platform used to provide course documents, reference material, and other important information to the students. Sessions in virtual classrooms will be conducted through MS Teams. It is highly recommended that admitted students install the latest version of MS Teams software on computer. The use of applications on phone or iPad is not recommended since the functionality is limited on those platforms. Instructions on how to use MS Teams will be posted to admitted students on It's Learning.

NCGM will arrange accounts on It's Learning for each course participants admitted to the course.

d. Point of Contact (POC)

In the application form the student should report a national point of contact (POC). The POC should be the Commander/ Branch that approves the application.

e. Student selection

If a nation has more students applying than slots available on the course, it is up to the applying nation to prioritize among its nominees. If this is not done, NCGM will select the students it deems most qualified.

If the nation is interested in registering for the course but does not initially have a name of the officer in question a preliminary seat at the course can be requested in order to get the selection process started.

f. Code of Conduct

NCGM places high demands on personal behavior and respect for others regardless of religion, ethnicity, gender or sexual orientation. The NCGM Code of Conduct is available for all to read on the students' network/online platform that is used during the course. In case of violations of the code of conduct NCGM reserves the right to dismiss the student from the course with immediate effect.

g. Course fee

The course is free of charge.

h. Subsidies

Not applicable on online courses.

i. Dress code

Daily uniform/civilian casual.

15. CONTACT AND APPLICATION

a. POC

Administration and Logistics
Course Admin Office
+46 8 584 526 21/22/23/24/27
Swedint@mil.se

Other questions
Course Director
Matz Palm
Mobile: +46 70 618 88 73
E-Mail: matz.palm@mil.se

b. Application procedure

The application form can be found on the Internet at:

<https://www.forsvarsmakten.se/en/swedint/nordic-centre-for-gender-in-military-operations/courses-at-ncgm-and-how-to-apply2/>

Click on **Courses at NCGM and How to apply** and then look for Application form under Related Documents. When the application form has been filled in, authorized and signed by the national authority/POC, it should be sent to Swedint@mil.se. (SWEDINT handles the administration of applications for both SWEDINT and NCGM courses).

The course admin office will confirm receipt of the application. NOTE! This does not mean that the student has been admitted to the course, it only confirms that the admin office has received the application.

The POC/Student will be notified at the latest 4 weeks before the course starts whether or not the nominated student is admitted to the course. If admitted to the course, the POC/Student will receive a *Letter of Admission*, indicating further details of the course, and information about how to access the online platform(s) used for the course.

c. Application address

SWEDINT handles the administration of applications for both SWEDINT and NCGM courses. Send the signed application to:

Email: Swedint@mil.se

Postal address:

LG
SWEDINT & NCGM
Course Admin office
196 85 Kungsängen
SWEDEN

Or using FAX: +46 8 584 526 20

Kesselmark, Olov

Cmdt NCGM

Handlingen är fastställd i Försvarsmaktens elektroniska dokument- och ärendehanteringssystem.

**Distribution list****NCGM Member Nations**

Danish Armed Forces Operational Command, Denmark

Danish Defence Personnel Organisation, NATO & INTOPS Branch, Denmark

Finnish Defence Command, J7, PO Box 919, FI-00131 HELSINKI, Finland

kirjaamo.pe@mil.fi

Finnish Army Command, G7, PO Box 145, FI-50101, MIKKELI, Finland

kirjaamo.maave@mil.fi

Finnish Navy Command, M7, PO Box 58, FI-20811, TURKU, Finland

kirjaamo.maave@mil.fi

Finnish Airforce Command, A7, PO Box 30, FI-41161, TIKKAKOSKI, Finland

kirjaamo.ilmave@mil.fi, ilmavoimat@mil.fi

Finnish National Defence University (FINCENT), PO Box 7, FI-00861, Finland

Norwegian Defence Personnel Agency

postmottak@mil.no

Norwegian Defence International Centre, NODEFIC, Norway post.fhs@mil.no

Norwegian Defence Personnel Agency, Norway fpvs.kontakt@mil.no

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Swedish Armed Forces, Elin Malmsköld, elin.malmskold@mil.se

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SWAF HQ, PROD

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Netherlands

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Norway

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ppetlund@mil.no

Sweden

Matilda Lidström Dognac

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NATO

Supreme Allied Commander Transformation/SACT (United States)

Att: ACT GENAD 7857 Blandy Road Suite 100 Norfolk VA 23551-2490 USA

Supreme Headquarters Allied Powers Europe/SHAPE (Belgium)

Joint Force Command/JFC Brunssum (Belgium)

Joint Force Command/JFC Naples (Italy)

Joint Force Training Centre/JFTC (Poland)



Joint Warfare Centre/JWC (Norway)

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DACO GENAD	beatriz.pino@shape.nato.int
DACO GENAD	Stijn.VANDENBOSCH@shape.nato.int
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ACT GENAD	Lauranne.bureau@act.nato.int
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IMS LEGAD	Sprecher.Leah@HQ.NATO.INT
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SWE PNMR to ACO	nnswedenshapepnmr@shape.nato.int
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SHAPE PD	Paola.PASINI@shape.nato.int
	Saskia.DEMEYER@shape.nato.int
MARCOM	h.hale2@mc.nato.int
LANDCOM	aysegul.binali@lc.nato.int
AIRCOM	frederic.remy@ac.nato.int

Embassies

Embassy of Afghanistan (Sweden)
 Embassy of Albania (Sweden)
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 Embassy of Argentina (Sweden)
 Embassy of Armenia (Armenia)
 Embassy of Australia (Sweden)
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Embassy of the United States (Sweden)
Embassy of Uruguay (Sweden)
Embassy of Venezuela (Sweden)



Embassy of Vietnam (Sweden)
Embassy of Yemen (the Netherlands)
Embassy of Zambia (Sweden)
Permanent Mission of Sweden to the UN (New York, US)

Swedish Armed Forces

Arméstaben (AST)
Marinstaben (MS)
Flygstaben (FS)
Military Academy Karlberg (MHS K)
Military Academy Halmstad (MHS H)
Militärregion Mitt
Militärregion Norr
Militärregion Syd
Militärregion Väst

Internal Guard's regiment

LG Regstab G1
IntUtbe
LG SWEDINT
CO SWEDINT

Others

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Major Sander Agterhuis
Lt. Col. Sorin Babara, Moldovian MoD,
Tamar Lobjanidze, UN Women Georgia

Captain Nick mathews, Directorate of Gender,
Peace and Security (AU)
PSOTC LTC Damir Alibasic
Portugal National POC
Portugal National POC
PNMR Azerbaijan