

A) **COORDINATOR**

## 1. ROLE

Coordinate the activities of the office of research-analysis in order to make available to the various "beneficiaries" a complete assessment of the various situations of conflict throughout the world and bring out foreseeable consequences on the holding of the 1976 Summer Olympic Games. In order to do so, prepare opinions on political, economic, cultural, and social issues for the Officer in charge S.S.

## 2. TASKS

- Plan and coordinate the activities of the analysts and research assistants.
- Insure with the assistance of the planning coordinator the adequate conditions of collaboration and communication between the various work groups.
- Establish the circumstances of participation with other security services as pertains to research-analysis.
- Study and carry out the requests for research-analysis by the "clients" of this service and make sure of the fulfillment of their requirements.

- Sit on the coordinating committee of the Secretariat.
- Convene the meetings of the research-analysis study-group and chair its debates.
- Organize seminars and send out the necessary invitations.
- Supervise conference programs.
- Look after the preparation of mock operations.
- Advise the analysts and research-assistants on methodology and theory.
- Make sure the analysts and research-assistants are equipped with adequate sources of information.
- Control the quality of output of research-analysis.

### 3. QUALIFICATION

- Ph D or doctorate study program
- Working experience in a security or intelligence service.
- Experience in the academic milieu and government administration.
- Mastery of French, working knowledge of English.