NOTICE OF VACANCY - SECONDED NATIONAL EXPERTS

1. **Directorate general**: Employment, Social Affairs and Inclusion
   - **Directorate**: Social Market Economy in the Member States 1, ESF
   - **Unit**: ESF Legislation and Policy, Financial Engineering – E1
   - **Place**: Brussels
   - **Head of Unit**: Ms Manuela GELENG
     Tel. 00.32.2.296.21.02
   - **Suggested date of beginning**: First trimester 2013

2. **Main areas of responsibility**:
   Unit E1 ensures the overall co-ordination of the European Social Fund; provides a horizontal overview which supports the consistent implementation of the relevant regulations and guidelines; and coordinates with other Structural Funds DGs and Commission services. Unit E1 also co-ordinates the monitoring of the employment and social inclusion policies of the Member States, based on the contribution from geographical Units and cooperates in these areas with the policy units of the DG.

   Depending on the nature and scope of the candidate's previous knowledge and work experience, he or she will be involved in contributing to the development of ESF policy at EU level, and in co-ordinating the ESF. This will include preparations for the next programming period post-2013. Finally, the selected expert will also be expected to contribute to the preparation of briefings, notes, speeches, etc.

   Currently, there are 21 people working in Unit E1 while the day-to-day internal working language is English. The Unit seeks to promote a cooperative and team-oriented approach to meeting its wide-ranging objectives and in the delivery of its work programme. DG Employment, Social Affairs and Inclusion applies a policy of equal opportunities.

   For further information please contact Ms Manuela Geleng (e-mail: Manuela.geleng@ec.europa.eu.; Tel 0032-2-296.21.02)

3. **Main qualifications**:
   A condition for secondment is knowledge of both the labour market and related policies in the context of the European Employment Strategy or the social inclusion / protection and related policies at European level. Good analytical skills in those areas are necessary. Knowledge of the European Structural Funds regulations and the ESF in particular, are an additional asset.

   To this end, the successful applicant should hold a relevant university degree (preferably in the field of law, economics or social sciences) as well as professional experience in either of the above areas of minimum two years.

4. **Languages**:
   In addition to an excellent command of English, knowledge of French and/or another European language would be a strong asset.