

EEAS

NOTICE OF VACANCIES

for posts of

cost-free SECONDED NATIONAL EXPERTS

in EUROPEAN UNION DELEGATIONS outside the EU

Central contact point for applications by e-mail:
Division EEAS.BA.HR.2 – SNE-DELEGATIONS@eeas.europa.eu

Vacant posts for job profile “Political analysis and reporting” /
Postes vacants pour le profil d’emploi «Analyse politique et reporting»

| | Delegation | N° post SYSPER2 | Delegation section | Comments |
|---|----------------------|--------------------|--------------------|----------|
| 1 | UKRAINE, Kiev | New post | POL | |

Indicative list which may be completed by additional posts with equivalent profiles for Delegations in the same region or for another region

Listes indicatives susceptibles d’être complétées dans des profils équivalents par des postes additionnels pour des Délégations dans les mêmes régions ou pour d’autres régions.

END/SNE – JOB DESCRIPTION

Job Framework

| | |
|---------------------------------------|---|
| <u>Job Title:</u> | END/SNE – Political Officer |
| <u>Job Location:</u> | Delegation of the European Union to UKRAINE |
| <u>Job Number:</u> | new post |
| <u>Area of activity:</u> | Political Section |
| <u>Category:</u> | AD |
| <u>Duration of secondment:</u> | 2 years (extension possible up to 4 years) |

Job Content

Overall purpose: under the direct supervision of the Head of Section and Head of Delegation (HoD), the political officer should contribute to

- analysis and reporting on the overall situation and development in Ukraine, including on regional level and in political relations with the EU and Member States

Functions and Duties:

- monitor and contribute to analysis and reporting on developments in Ukraine, including as necessary with regard to domestic issues, overall reform agenda, rule of law, and human rights issues.
- providing policy advice on the political developments in Ukraine including in political relations with the EU and Member States
- explain and defend European positions in meetings with host country representatives, International Organisations and third country representatives as appropriate
- prepare visits by EU representatives and officials, and accompanying them as appropriate
- liaise with relevant International Organisations and civil society organisation and their field presences as needed
- fulfil other tasks in the political section in the fields of political and legal analysis of legislative proposals and initiatives.

Job Requirements

Education and Training:

- University diploma law, political science, economy, business administration or any other related issue

Knowledge and Experience:

- Experience of at least 3 years in the above mentioned or related areas
- Analysis and reporting skills
- Working experience in third countries (Embassy, International organization, NGO, etc.)
- General knowledge of EU institutions and related decisional processes. Knowledge of international and EU policies in the field of rule of law and human rights would be considered as an asset

Skills

Linguistic skills:

Thorough knowledge (capacity to write and speak) in English. Working knowledge of Russian or Ukrainian is strongly recommended

Communication skills:

Capacity to work and communicate with a variety of interlocutors, ranging from civil society to institutional and international representatives. Good and proved network capacities would be required

Interpersonal skills:

Good coordination and communication skills are required. Team spirit and flexibility to adapt to different assignment are also necessary

Intellectual skills:

Solid analytical capability as well as drafting and reporting skills. Capacity to rapidly grasp priorities and core issues at stake and to develop possible ways to address them

Personal Qualities

Dynamic, motivated and flexible personality, capable to adapt quickly to new situations and deal with new challenges