

JOB DESCRIPTION - SNE
SECDEFPOL.2 (job no. 303168)

I. IDENTIFICATION OF THE JOB

Type of post:	Seconded National Expert (cost free)
Job title:	Policy Officer – EU Security and defence relations with UN and African partners
Entity:	Security and Defence Policy Directorate Partnerships & Agreements (Secdefpol.2)
Sensitive post:	
Specialised post:	Yes
Security clearance:	SECRET EU

II. TASKS

Under the authority of the Head of the Partnerships & Agreements Division (SECDEFPOL2), provide expertise on security and defence policy and contribute to the development of EU common security and defence policy relations with the United Nations, the African Union and bilaterally with states in Africa and other regions as required.

Main tasks include:

- Organising the regular six-monthly EU-UN Steering Committee on Crisis Management in close cooperation with the DSG for CSDP-CR's office;
- Monitoring, ensuring progress and reporting on the implementation of the UN-EU 2019-2021 Priorities on Peace Operations and Crisis Management (including trilateral cooperation); contributing to mainstreaming of cooperation on support to UN peacekeeping with other partners;
- Liaising with partners on EU-African Union (AU) cooperation, notably with focus on ensuring the implementation of the EU-AU MoU on Peace, Security and Governance in the area of crisis management;
- Developing and maintaining good relations with representatives of partner organisations and third States within the thematic and geographical mandate both in and outside Brussels, including in relation to third State participation in CSDP missions and operations as appropriate;
- Drafting of briefing and policy documents, instruction notes, correspondence with key partners and all similar work related to CSDP within the geographical/thematic area under his/her responsibility; preparation of dialogues, workshops etc. related to CSDP issues, consultations and negotiations with non-EU partner countries, as well as contribution to preparation of relevant meetings of the Council and its working parties as appropriate.

The work takes place in cooperation with other Divisions within MD CSDP-CR, CPCC and EU Military Staff, all relevant EEAS and Commission services, EU Delegations, EU Member State representatives and Council bodies.

III. QUALIFICATIONS AND EXPERIENCE REQUIRED

- university degree or equivalent;
- documented experience of working on security and defence related issues, in an EU, Member State or international organisation context; experience on work related to the United Nations and the African Union would be strong assets;

- thorough knowledge of one EU language and satisfactory knowledge of another; in practical terms and in order to perform required duties, excellent command of written and oral English, good knowledge of written and oral French would be a benefit.
- good computer skills are essential, notably in word processing, spreadsheets, presentations software, Internet / Intranet and email systems. Knowledge of other IT tools would be an asset.

IV. CONDITIONS/ SKILLS REQUIRED

- good knowledge of security and defence aspects of EU relations with third countries and international organisations (defence policy, military and/or police matters);
- good knowledge of the institutional arrangements and practises of CFSP and CSDP structures and the role of the EEAS in this context;
- good organisational skills and the ability to work with tight deadlines;
- be a team player;
- strong communication, analytical, drafting and negotiation skills, combined with sound judgement;
- maintain the highest standards of personal integrity, impartiality and professionalism. The expert must exercise the greatest discretion with regard to all facts and information coming to his/her knowledge in the performance of his/her duties;
- national security clearance at SECRET EU level. Such clearance needs to be obtained from the competent authorities before secondment to the European External Action Service. It must be valid for the entire period of secondment. In its absence, the EEAS reserves the right to refuse the secondment as a national expert.

V. GENERAL CONDITIONS

National experts must be nationals of one of the Member States of the European Union and enjoy full rights as citizens.

The EEAS applies an equal opportunities policy.