

## **END/SNE – JOB DESCRIPTION**

### **Job Framework**

<b><u>Job Title:</u></b>	END/SNE – Counsellor, Policy Officer for CTBTO, IAEA and Export Control Regimes
<b><u>Job Location:</u></b>	Delegation of the European Union to the IOs in Vienna, Austria
<b><u>Job Number:</u></b>	160388
<b><u>Area of activity:</u></b>	UN Section, Non-Proliferation and Nuclear issues
<b><u>Category:</u></b>	Seconded National Expert (SNE)
<b><u>Duration of secondment:</u></b>	2 years (extension possible up to 4 years)

### **Job Content**

**Overall purpose:** Under the supervision of the Head of the UN Section, the job holder has to work and to report on nuclear non-proliferation and arms control matters dealt with by Vienna-based international organisations, in particular the Comprehensive Test Ban Treaty Organisation (CTBTO), the International Atomic Energy Agency (IAEA), as well as on export control regimes (Nuclear Suppliers Group, Zangger Committee, Wassenaar Arrangement) and the Hague Code of Conduct against Ballistic Missile Proliferation (HCOOC). In addition, the job holder has to back-up other members of the Section, as required.

#### **Functions and Duties:**

##### **Representation, negotiation and participation:**

- To draft EU statements involving specific nuclear and arms control related technical subjects of the CTBTO, (including Working Group A, B and the PrepCom), IAEA (Board of Governors) and Export Control Regimes, as required.
- Ensure and chair EU coordination meetings with MS in the areas of responsibility and in the preparation of lines to take with the aim of agreeing common EU positions.
- Actively participate in consultations/negotiations in the areas of responsibility.

##### **Technical Analysis and Advice**

- To provide advice and support to the Delegation and HQ on matters relating to the Organisations covered, in order to anticipate developments, to overcome potential differences of views and to raise specific issues.
- To follow developments regarding the CTBTO's International Data Centre (IDC), International Monitoring System (IMS) and On-Site Inspection (OSI), producing sophisticated data relevant for the assessment of nuclear testing and proliferation risks.
- Within the context of the HCoC, monitor and analyze trends in the area of ballistic missiles capable of delivering nuclear warheads and developments regarding pre-launch notifications (PLNs) on ballistic missile and space-launch vehicle launches (SLVs) and test flights
- To cover IAEA activities related to nuclear Safeguards, the Safeguards Analytical Laboratories, providing inputs and overall coordination of the IAEA General Conference annual resolution on Safeguards.
- To provide concrete summaries including an analytical view of technical nuclear and arms control issues, through regular reporting, preparation of briefings, background notes, speaking notes and proposals to the hierarchy, HQ and other stakeholders as necessary.
- Contribute to the implementation of EU policy, as appropriate, and to formulation of EU approaches in the relevant Organisations, including EU statements in the policy-making bodies.

### External Communication:

- Liaise with Vienna-based international organisations and Export Control Regimes, including cooperation under EU financial instruments.
- Draft UN section information notes with a view to providing them to EU partners as appropriate.

### Internal Communication, Communication with Headquarters:

- To ensure rapid and accurate responses to requests from HQ (EEAS, DEVCO, TRADE, ENER and Council Secretariat).
- To respond to specific technical requests for briefing and information from Headquarters.

## **Job Requirements**

Education and Training: University/post-graduate degree in a relevant domain, such as International Relations, Social and Technical Sciences, Political Sciences, Law, or other equivalent.

Knowledge and Experience: At least three years' experience with/in a Member State diplomatic or equivalent service, or in an international organisation which should include professional and technical experience relevant to the areas of responsibility, including multilateral experience preferably in the field of non-proliferation and security policy.

## **Skills**

Linguistic skills: Very good knowledge of English is essential. Understanding of French is desirable.

Communication skills: Capacity to work and communicate under time constraints in an international diplomatic and multilingual/multicultural environment.

Interpersonal skills: Teamwork, Coordination and Communication skills.

Intellectual skills: Solid analytical capability as well as drafting and reporting skills, rapid grasp of problems and capacity to identify issues and solutions.

Negotiation skills: Capable of chairing meetings and bridging conflicting views, finding compromises.

Management skills: Capacity to prioritise, organise and perform work under time pressure is essential, as well as preparedness to work overtime, including on weekends or public holidays, when required.

## **Personal Qualities**

Dynamic, motivated and flexible personality. Able to adapt quickly to new situations and deal with new challenges. Ability to work in a multicultural environment.