

EEAS Vacancy Notice

Seconded National Expert in the Directorate for Russia, Eastern Partnership, Central Asia and OSCE (EURCA.EAST)

Political officer - Northern Dimension/Regional cooperation in the North (EURCA.EAST.1)

COST-FREE

AD level post

Job No 172827

We are:

The European External Action Service (EEAS) supports the High Representative in the exercise of his mandate to conduct and implement an effective and coherent EU Common Foreign and Security Policy (CFSP), of representing the EU and of chairing the Foreign Affairs Council. It also supports the High Representative in his capacity as Vice-President of the Commission with regard to his responsibilities within the Commission in the external relations field including the coordination of other aspects of the EU's external action. The EEAS works in close cooperation with the General Secretariat of the Council, the services of the Commission and the Secretariat General of the European Parliament.

We propose:

A post of National expert in the Division for Eastern Partnership, Regional Cooperation and OSCE in the EEAS.

Functions and Duties:

Under the direct supervision of the Head of Division:

- The successful candidate would contribute to the development, management, monitoring and evaluation of the EU's policy towards the Northern Dimension as well as EU's role in the Arctic, including in the Baltic and Barents regions. He/she will also draft policy documents, follow up policy proposals through the inter-institutional decision-making process, coordinate the EU's role under the Northern Dimension, the Council of the Baltic Sea States (CBSS) and Barents Euro-Arctic Council (BEAC), as well as deal with the external aspects of the EU Strategy for the Baltic/Barents Sea Region, and relevant EU funding programs.
- The SNE would need to maintain good relations with other Divisions within the EEAS (notably the Russia Division), European Commission services, EU Member States, partner countries and other stakeholders in the North. He/she will keep i.e. close relations with the Northern Dimension structures, the CBSS, the BEAC, with the Arctic Council and other relevant fora of regional cooperation. The SNE will contribute to the setting-up, implementation, monitoring and evaluation of information, communication and publications strategies.

We are looking for:

The Division for Eastern Partnership, Regional Cooperation and OSCE in the EEAS is looking for a national expert to become a part of the dynamic, multinational team within the Division dealing with regional cooperation. As part of the Regional Cooperation team within the Division, the jobholder is responsible for the issues related to the Northern dimension and regional cooperation in the North. The

jobholder also supports the Division's activities in relation to other aspects of regional cooperation in the EU's neighbourhood.

Legal basis:

- This vacancy is to be filled in accordance with the EEAS Decision of the High Representative of the Union for Foreign Affairs and Security Policy HR DEC(2014) 01 of 04/02/2014 establishing the rules applicable to National Experts seconded to the European External Action Service.

Eligibility criteria:

Candidates must:

- a) Be drawn from public administrations in Member States, from international organisations or, only in exceptional cases and with prior authorisation from other sources;
- b) Have at least three years' full-time experience of administrative, scientific, technical, advisory or supervisory functions equivalent to those of function groups AD or AST as defined in the Staff Regulations of Officials of the European Union and the Conditions of Employment of other servants of the Union or, where justified in the interests of the service, professional training of an equivalent level.¹;
- c) Have a thorough knowledge of one Union language and a satisfactory knowledge of a second language for the performance of his/her duties;
- d) Have a security clearance of minimum level **EU-SECRET/SECRET-UE** for the functions that he/she will carry out;
- e) Remain in the service of the employer throughout the period of secondment and shall be paid by that employer;
- f) Remain subject to the social security legislation applicable to the public administration, international administration or entity which employs the SNE and which will assume responsibility for expenses incurred abroad. In case of posting to an EU Delegation, the employer certifies that the SNE is covered for medical expenses incurred at the place of secondment, as well as costs of repatriation on health grounds throughout the full period of secondment;
- g) Ensure that there is no conflict of interest and that he/she will, at all times, safeguard the independence and coherence of EU foreign policy as well as the integrity and confidentiality of EU documentation, information and procedures.

Selection criteria:

A. Professional knowledge

- The ideal candidate will have proven diplomatic experience of 5-10 years including in EU external relations and have demonstrated good political judgment. He/she should also be a well-motivated, stress resilient team player with excellent analytical, communication and drafting skills capable of representation in an autonomous way. He/she will have had first-hand experience of regional cooperation in the region he/she will cover.

¹ Staff Regulations of Officials (SR) and the Conditions of Employment of Other Servants of the European Union (CEOS). For reference, see: <https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1570023902133&uri=CELEX:01962R0031-20190101>

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

B. Skills

- Capacity to work and communicate under time constraints in an international diplomatic and multilingual environment.
- Teamwork. Coordination and communication skills.
- Solid analytical capability as well as drafting and reporting skills. Rapid grasp of problems and capacity to identify issues and solutions.

C. Languages

- Excellent drafting skills in English. Knowledge of French language is a strong asset. Knowledge of Russian language is an asset.

D. Personal Qualities

- Dynamic. Motivated and flexible personality.
- To adapt quickly to new situations and deal with new challenges.

Equal opportunities

- The EEAS is committed to an equal opportunities policy for all its staff and applicants. The EEAS is committed to promoting gender equality and to preventing discrimination on any grounds. It actively welcomes applications from all qualified candidates from diverse backgrounds and from the broadest possible geographical basis amongst the EU Member States. We aim at a service which is truly representative of society, where each staff member feels respected, is able to give their best and can develop their full potential.
- Candidates with disabilities are invited to contact SNE-HQ@eeas.europa.eu in order to accommodate any special needs and provide assistance to ensure the possibility to pass the selection procedure in equality of opportunities with other candidates. If a candidate with a disability is selected for a vacant post, the EEAS is committed to providing reasonable accommodation in accordance with Art 1d.4 of the Staff Regulations.

Conditions of secondment

SNEs shall remain in the service of their employer throughout the period of secondment and shall continue to be paid by that employer.

Duration of the secondment: 2 years, renewable up to 4 years in total

Vacancy available from: Immediately

Place of secondment: Brussels, Belgium

For further information, please contact:

SNE-HQ@eeas.europa.eu
