

## **EEAS Vacancy Notice**

### **Seconded National Expert in the Directorate for Human Rights, Global & Multilateral Issues (GLOBAL)**

#### **Policy Officer, Development Cooperation Coordination Division (GLOBAL.5)**

**COST-FREE**

**AD level post**

**Job No 196811**

#### **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:**

The post of a “cost-free” Seconded National Expert on the position of Policy Officer, Development Cooperation Coordination Division (GLOBAL.5).

The successful candidate will join the Development Cooperation Coordination Division (DCCD). The Development Cooperation Coordination Division is the main contact point in the EEAS for all matters relating to Heading 6 financing instruments, NDICI Global Europe in particular, development policy, international cooperation coordination, programming and related budgetary issues. The main objective of the DCCD is to contribute to making the EU a better and more responsive development partner and thereby contributing to making it a better and more effective external relations actor

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

Under the authority of the Head of the Development Cooperation Coordination Division, the Seconded National Expert is expected to perform the following tasks:

- Coordination and contribution to EU's external action in the area of human development, with a focus on education, youth, social protection and inequalities;
- Coordination of the UN 2030 Agenda, contributing to the integration and implementation of its Sustainable Development Goals, including the follow-up to the Joint synthesis report and the related Commission's Staff Working Document, feeding the preparation of the EU's participation at the High Level Policy Forum and development related events at the UN General Assembly, following also the reform of the UN Development System (in cooperation with Global 6);
- Promoting an important place for development policy and the Sustainable Development Goals in the definition and implementation of external relations and policies, including Communications and Council Conclusions on key development policy issues and Policy Coherence for Development;
- Follow up of the new European Consensus for Development and the Joint Communication on Multilateralism (Building back better: global recovery, tackling inequalities);

- Contributions to the development track of the G20 and G7 discussions and focal point for the OECD/DAC (Development Assistance Committee);
- Contribute to the preparation of FAC Development meetings in her/his respective areas of responsibilities (including CODEV);
- Provide briefing notes, reports, assessments, analysis, draft policy decisions/suggestions in the area of competence.

### **We are looking for:**

The European External Action Service (EEAS) is seeking a dynamic, proactive and highly motivated colleague with strong analytical and networking skills to occupy the post of Seconded National Expert (SNE).

The candidate should have a good understanding of EU policy-making and decision-making processes, and an understanding of inter-institutional relations as well as have relevant political experience in the proposed areas. The candidate will be working in a friendly and dynamic environment and contribute to the work of DCCD. She/he will have to work in an international and multicultural environment in close synergy with Member States and EU institutions.

### **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.<sup>1</sup>;
- 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

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<sup>1</sup> 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>

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:**

#### **Candidates should:**

##### **A. Professional knowledge**

- Have a professional experience of at least 10 years in the above mentioned areas in relevant national administrations and/or international organisations; at HQ and in the field in third countries (embassy, international organization, NGO etc.);
- Have a University degree in political science, economics, law, public policy, international relations or related topic;
- Have extensive knowledge of the EU, its institutions, decision processes, external relations and policies;
- Have experience of working in developing countries and with concrete implementation of development policies is desirable;

##### **B. Skills**

- Have the capacity to work and communicate under time constraints in an international diplomatic and multilingual environment. Intercultural sensitivity skills are required.
- Have the ability to work in teamwork, to coordinate and to communicate effectively.
- Have solid analytical capability as well as drafting and reporting skills. Rapid grasp of problems and capacity to identify issues and solutions.

##### **C. Languages**

- A thorough knowledge (capacity to write and speak) in English is required and a good knowledge of French would be a strong asset.

##### **D. Personal Qualities**

- Be dynamic. Motivated and flexible personality. Able 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](mailto: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: 1 October 2021**

**Place of secondment: Brussels, Belgium**

**For further information, please contact:**

[SNE-HQ@eeas.europa.eu](mailto:SNE-HQ@eeas.europa.eu)

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