

EEAS Vacancy Notice

Seconded National Expert in the Directorate for Institutional Relations, Policy Coordination and Public Diplomacy

Sanctions Policy Officer, Sanctions Policy Division (SG.AFFGEN.8)

COST-FREE

AD level post

Job No 325936

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: Sanctions Policy Officer

The post of a “cost-free” Seconded National Expert on the position of Sanctions Policy Officer in the Sanctions Policy Division (SG.AFFGEN 8). This is an interesting opportunity in a dynamic team working in an area that is high profile and rapidly increasing in importance and visibility. This challenging position offers the possibility to manage one of the EU's concrete tools to promote the CFSP and to deal with a large range of political and legal issues.

The Sanctions Policy Division currently consists of a Head of Division, a Deputy Head of Division, a Head of Sector, seven policy officers and two administrative assistants. The Division supports the EU's policy as regards restrictive measures (sanctions) in pursuit of specific foreign and security policy objectives. This includes the development and maintenance of more than 30 sanctions regimes, either EU autonomous regimes or UN regimes, in addition to quick responses to acute political crises. The Division works very closely with many services within the EEAS, the Council and Commission in pursuing its mandate.

Functions and Duties:

Under the authority of the Head of the Sanctions Policy Division, the Seconded National Expert/Planner is expected to perform the following tasks:

- Preparing policy and legal documents related to sanctions, in close cooperation with EEAS geographic services and with other EU institutions, Member States and international organisations, as appropriate, to support inter-institutional decision-making processes.
- Preparing and supporting the negotiation and development of sanctions regimes in relevant Council bodies, including through drafting options papers, listing proposals and legal acts.
- Carrying out research necessary to maintain and develop EU autonomous sanctions regimes in accordance with EU legal standards.
- Developing awareness and capacities and providing policy guidance in the area of sanctions within the EEAS, to other Institutions and to Member States

- Helping to ensure that EU's policy as regards sanctions is applied effectively and consistently (e.g. by addressing issues such as legality and unintended consequences of sanctions);
- Assessing existing sanctions regimes in the light of EU's foreign and security policy objectives to ensure they are well-targeted and implemented, bearing in mind the risk of unintended negative consequences and the political, legal, financial and economic context in which they are imposed.
- Monitoring international trends and developments in the area of sanctions including analysis of political, financial, economic and legal developments and provide the Council Legal Service and other relevant stakeholders with materials to support their interventions in legal challenges relevant to UN and EU autonomous sanctions regimes.
- Drafting reports and briefings, as requested.
- Supporting partnerships with the UN, and third countries in the areas of EU sanctions policy as well as with other actors (e.g. economic operators, civil society etc...) including through participation in dialogue and outreach;
- Establishing and maintaining regular contacts and exchanges with other EU institutions, Member States, third countries, public and/or private international organisations, research institutions and the academic community at large, and financial and economic operators in the area of its responsibility.
- Contributing to communication tools and activities as well as awareness raising initiatives in the area of sanctions within the EEAS and with other EU institutions, Member States, and third countries.

We are looking for:

The European External Action Service (EEAS) is seeking a dynamic, proactive and highly motivated colleague with strong analytical and inter-personal 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, as well as have relevant experience. It is important to be flexible, adaptable and highly organised, willing to take on diverse tasks and able to work on several issues in parallel while sometimes having to meet very short deadlines.

The candidate will be working in a supportive, dynamic 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.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:

Candidates should:

A. Professional knowledge

- A university diploma in law, political, economic, or social science, or a related field.
- Candidates should have good knowledge of EU external relations, CFSP, EU decision making processes and functioning of the Union.
- At least 3 years' proven, pertinent experience in external relations.
- Experience and/or knowledge of the legal and institutional framework of EU sanctions policy.

B. Skills

- Have the capacity to work under time constraints in an international diplomatic and multilingual environment. Intercultural sensitivity skills are required.
- Have the ability to work independently and as part of a team, 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.
- It is essential to have an ability to combine an eye for technical detail with a profound understanding of the political context within which sanctions operate.
- Capacity to present issues of a sometimes legal/technical nature to a wide range of audiences.

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>

C. Languages

- Professional fluency in English, both written and spoken is required. Professional fluency in French is an important asset. The ability to read other languages, both EU and non-EU, is an important asset.

D. Personal Qualities

- Have an excellent capacity to create constructive working relations with colleagues across the EEAS, other institutions and EU Member States.
- Flexibility and commitment to the output required of the team, which requires the ability to adapt quickly to political priorities.

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
