

EEAS Vacancy Notice

Seconded National Expert in the Integrated Approach for Security and Peace Directorate (ISP)

Policy Officer (Training) - Defence and Military in division ISP.5

CO-FINANCED

AD level post

Job No 358442

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 position of: Seconded National Expert
Job title: Policy Officer - Defence and Military – Training focussed
Entity: European Peace Facility, ISP.5

Functions and Duties:

- Foster synergies with other actors involved in the field of EU external action;
- Assess proposals from EU Member States and requests from potential beneficiaries for assistance measures to be funded under the EPF, including through the participation in field missions in insecure areas;
- Propose the most suitable and cost efficient solution to address training needs and tools related to the training of the Military at operational and tactical levels. Training projects, including the use of new technologies for computer assisted or simulation exercises may be part of a proposed assistance measures benefitting the military and defence sector of partner states.
- Ensure the monitoring and evaluation of ongoing assistance measures with a training pillar, including their impact on local populations when relevant, and prepare subsequent reporting to the Council and other stakeholders;
- Draft Council Decisions and Concept Notes related to proposed assistance measures;
- Identify gaps in military components conducting Peace enforcement operations and propose the adequate training solutions to fill the gaps;
- Attend and represent ISP.5 in meetings of relevant Council working groups.

We are looking for:

A dynamic, proactive and highly motivated colleague with very good analytical, drafting and communication skills and with a developed sense of service as well as with strong knowledge and experience in the areas of responsibility.

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 Union¹ or, where justified in the interests of the service, professional training of an equivalent level.²;
- 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. Qualifications and experience required

- University diploma in the field of security or international relations, national staff college diploma or equivalent.
- At least four years proven, pertinent professional experience in the field of training for Military and defence forces at operational and tactical levels;
- At least four years of experience in areas relevant to the use of training infrastructure and tools benefitting the military and defence.
- A proven knowledge in training processes and tools related to capacity building of military forces would be an asset
- Knowledge of EU CSDP military missions and operations procedures and processes would be an asset.

¹ Regulation (EEC, Euratom, ECSC) No 259/68 of the Council of 29 February 1968 (OJ L 56, 4.3.1968, p.1) and successive amendments.

² 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>

- Have the capacity to work in languages of the CFSP and external relations necessary for the performance of their duties.
- Knowledge of EU institutions and functioning of the Union, CFSP/CSDP and broader EU external action including development assistance would be an asset
- Good computer skills are essential, notably in word processing, spreadsheets, presentations software and email systems. Knowledge of other IT tools would be an asset.

B. Skills required

- Experience of working with/within CSDP military missions or operations.
- Proved experience in training for the military and related knowledge on new technologies associated to simulation and training tools and centers available in Western Europe (NATO capabilities, National centers)
- Experience of advising third countries/organizations in training the military or defense sector.
- Experience in deployment of uniformed personnel
- Have the ability to remain objective in complex scenarios and to display sensitivity and sound judgement.
- Have good organisational and coordination skills, the ability to work under pressure and with tight deadlines and to manage multiple tasks and unexpected demands.
- Capacity to work and communicate under time constraints in an international diplomatic and multilingual environment.
- Strong team spirit coupled with the ability for autonomous work.
- Solid analytical capability as well as drafting and reporting skills. Rapid grasp of problems and capacity to identify issues and solutions.
- Dynamic and entrepreneurial. Motivated and flexible personality that is able to work proactively and in teams.
- Must be willing to travel, including to difficult environments.
- Ability to coordinate (ad-hoc) teams (also for projects and missions).
- Maintain the highest standards of personal integrity, impartiality and self-discipline. 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 UE level. Such clearance needs to be obtained from the competent authorities before secondment to the EEAS. 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.

C. Languages

- thorough knowledge of one EU working language and satisfactory knowledge of another one are required; in practical terms, in order to perform required duties, that means an excellent command of written and spoken English, in particular good report-writing skills; good knowledge of written and spoken French is desirable;

D. Personal Qualities

- maintain the highest standards of personal integrity, impartiality and self-discipline. 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;
- possess dynamic motivated and flexible personality Be able to adapt quickly to new situations and deal with new challenges, including missions in conflict area.

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-CSDP@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. The EEAS will provide for the allowances in order to contribute to cover the SNE's living expenses in the place of secondment on a flat-rate basis. These allowances shall not be construed as remuneration paid by the EEAS.

Duration of the secondment: initial period up to two years, renewable up to 4 years.

Co-financed SNEs shall be entitled to:

- daily allowance (~~144.31€~~ **calendar day**³) throughout the period of secondment;
- monthly allowance calculated on the basis of the distance between the place of origin (the employer's head office) and the place of secondment (**between 0 to 814.28 €month**⁴);
- reimbursement of travels take up duties/end of secondment on a flat-rate basis (if not paid by the employer).

The EEAS will cover:

- costs of professional travels (missions) incurred by the SNE posted in the EEAS HQ;
- accident insurance 24/7 for SNE (not family members).

Other costs such as removal costs, salary, insurance, schooling (other than the European School fee), etc. shall not be covered by the EEAS.

Vacancy available from: immediately

Place of secondment: Brussels, Belgium

For further information, please contact:

Administrative questions: SNE-CSDP@eeas.europa.eu

Selection and profile related questions: Rory DOMM, Head of Division, +32 2 584 3326;
rory.domm@eeas.europa.eu

³ Daily allowance Decision of the Director General for Budget and Administration of the European External Action Service adjusting the allowances provided for in Decision HR DEC(2014) 01 of 4 February 2014 - ADMIN(2020) 60 of 09/12/2020

⁴ Monthly allowance Decision of the Director General for Budget and Administration of the European External Action Service adjusting the allowances provided for in Decision HR DEC(2014) 01 of 4 February 2014 - ADMIN(2020) 60 of 09/12/2020