

Seconded National Expert in the Directorate for Human Rights, Global & Multilateral Issues (GLOBAL)**Policy Officer, Multilateral Relations (GLOBAL.6)****COST-FREE****AD level post****Job No 317776****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, Multilateral Relations Division (GLOBAL.6).

Advancing multilateralism is a top priority for the EU's external relations, as set out most recently in the Joint Communication of February 2021 on strengthening the EU's contribution to rules-based multilateralism. Translating the EU's commitment to the rules-based global order requires intensified efforts notably to further strengthen EU-UN relations across the full spectrum of cooperation areas, support UN reform, consolidate and expand our network of multilateral partnerships, and promote EU interests, unity and leadership in multilateral fora.

In the Managing Directorate for Human Rights, Global and Multilateral Issues (MD Global), the Division "Multilateral Relations – GLOBAL.6" deals with the EU's external relations with the United Nations and the Council of Europe. It works in close cooperation with EEAS departments, Member States, European Commission and the Council Secretariat.

Functions and Duties:

Under the authority of the Head of Division and in close cooperation with other members of the team, on EU-UN relations, notably as linked to the peace and security agenda in particular, her/his main responsibilities are expected to comprise, but not necessarily be limited to, the following:

- Analysis, policy development, political advice and follow-up with regards to EU-UN relations and the broader political multilateral context, in particular in the growth area of peace and security.
- Preparing policy papers, speeches and briefings for the High Representative Vice President, EEAS hierarchy and the European Commission on the areas of work.
- Assisting in the development of the EU's network of multilateral partnerships, with specific geographic responsibilities and in coordination with relevant EEAS geographic departments and EU Delegations.
- Ensuring internal co-ordination and co-operation within the EEAS (in particular with CSDP and crisis response structures) and with other relevant stakeholders within the EU (General Secretariat of the Council, Council working groups, Member States, European Parliament); liaising with UN counterparts, as well as with civil society and think tanks as relevant.
- Following inter-service consultations, European Parliament questions and other related correspondence addressed to the EEAS.

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, an understanding of inter-institutional relations as well as have relevant political experience in the proposed areas. 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.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

- University diploma, preferably in international relations, political science, law, economics or related domains. Academic background on global governance issues an asset.
- Experience of at least 5 years in the above mentioned areas at institutional level in relevant national administrations and/or international organisations, NGOs, think tanks/foundations.

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>

- Knowledge of EU institutions, the EU's common foreign, security and defence policies, EU external action and related EU external policies; knowledge of EU-UN relations
- Experience of working with the UN would be an advantage

Skills

- Have the capacity to work and communicate under time constraints in an international diplomatic and multilingual environment. Intercultural sensitivity skills are required.
- Capacity to work and communicate under time constraints in an international diplomatic, multicultural and multilingual environment. Clear communicator.
- Responsible team player. Coordination and organisational skills. Good networking capacities
- Excellent analytical capability as well as drafting and reporting skills. Rapid grasp of complex issues. Capacity to identify issues and solutions.

B. Languages

Thorough knowledge (capacity to write and speak) in English is required. French language an asset.

C. Personal Qualities

Dynamic, proactive and motivated colleague, with a highly developed sense of service and capacity 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: 16 October 2021

Place of secondment: Brussels, Belgium

For further information, please contact:

SNE-HQ@eeas.europa.eu
