

**Seconded National Expert at the General Secretariat of the
Council of the European Union
DG Justice and Home Affairs, Directorate 1 Home Affairs -
Operational cooperation on internal security -**

Ref: END/9/2021/ (1 post)

Job description

A. Main tasks and responsibilities

Seconded to DG JAI.1 of the General Secretariat of the Council in Brussels under the authority of the Director for Home Affairs, working closely with the other members of Internal security and counter terrorism team that is coordinated by a Head of Unit equivalent, the expert will be called upon to:

- Prepare and follow-up on the activities of the relevant Council working parties, eg COSI, LEWP (police and customs), and TWP on matters related to operational law enforcement cooperation and information exchange in the area of internal security, including all the necessary research, planning, analysis, and follow up of such files.
- Keep abreast of wider developments in the field of operational law enforcement cooperation and information exchange in the area of internal security in order to identify upcoming issues and propose solutions.
- Draft policy papers and notes, or contribute to the work on legislative files as required, and provide briefings to the Presidency of the Council, the President of the European Council and the hierarchy.
- Maintain an overview of the activities relevant to operational law enforcement cooperation and information exchange in the area of internal security and identify issues of interest in the files under discussion in other Council formations or preparatory bodies, as well as of relevant developments at the Commission, the European External Action Service, the European Parliament and relevant EU agencies.
- Maintain relations and coordinate with other Council working groups, relevant Commission services, EEAS, EU agencies and national administrations.
- Attend meetings and prepare meeting records.

B. Qualifications/experience

- A level of education which corresponds to completed university studies of at least three years attested to by a diploma, or equivalent vocational training attested to by a diploma or a certificate issued by an institute for advanced studies in a relevant field or by an institute, such as a police academy or a military academy
- Professional experience of at least five years in a law enforcement authority or Ministry of the Interior, including experience related to operational law enforcement cooperation, e.g. cross-border police cooperation and information exchange in the area of internal security
- Prior experience in policy making related to internal security and experience or knowledge of the workings of the EU in the area of Justice and Home Affairs would be an asset
- An excellent command of either English or French is required, together with a good command of another language.

C. Skills/abilities

- a strong sense of initiative and proactive thinking
- the ability to work systematically in an autonomous manner
- strong team working skills
- excellent drafting skills
- the ability to adapt and reorganise priorities, as necessary, while performing effectively;
- very good interpersonal communication skills with the ability to build trusting relationships with a range of interlocutors in an international and multicultural environment
- the ability to handle information with discretion.

D. Security clearance

- Have national security clearance at EU SECRET level. Such clearance must be obtained by the candidate from his or her competent authorities before his or her secondment to the General Secretariat of the Council. This clearance must be valid for the entire period of secondment. The General Secretariat reserves the right to refuse the secondment as a national expert if no security clearance is presented.

E. General conditions

Applicants must:

- be nationals of one of the Member States of the European Union and enjoy full rights as citizens
- have fulfilled any obligations imposed by the laws concerning military service.

The General Secretariat of the Council applies an equal opportunities policy.

For more information relating to the selection, please contact:

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