

EEAS Vacancy Notice

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

Policy Officer – Post-delivery measures officer in EEAS.ISP.4

CO-FINANCED

AD level post

Job No 391870

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:

A post of policy officer who will contribute to the implementation of the integrated methodological framework for EPF assistance measures with a primary focus on post-delivery measures for assessing and identifying the required safeguards and risk mitigating measures for assistance measures under the European Peace Facility (EPF).

Functions and Duties:

- Design and implement post-delivery measures, including verification procedures of the safeguards that were put in place by the High Representative, as well as post-delivery controls and monitoring of the use of the equipment provided through the EPF;
- Conduct the initial identification process related to proposed assistance measures, and/or the monitoring and control measures, including through the participation in field missions in unsafe areas and / or on site verifications;
- Ensure monitoring and evaluation of ongoing EPF assistance measures in the field, including their impact on civilians;
- Record and manage data related to the equipment and support provide under EPF assistance measures;
- Contribute to the development of new proposals for EPF assistance measures (AMs), including by identifying and assessing potential risks and benefits associated with the provision of equipment to military and defence actors;
- Analyse compliance with export control criteria and respect for international law (in particular International Humanitarian Law and International Human Rights Law) and international guidelines and policies;
- Contribute to the reporting on EPF activities and on the lessons learned process, and to the preparation of the report to be included in the EU annual report on arms export control;
- Participate in the dialogue with civil society and humanitarian organisations;
- Participate in meetings of relevant Council working groups.

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) to support the work on post-delivery measures in the context of the European Peace Facility.

The candidate should have a good understanding of EU policies and decision-making procedures, and an understanding of inter-institutional relations as well as have relevant experience in the field specified in the vacancy notice.

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: (To be adapted as appropriate by the relevant Division)

A. Qualifications and experience required

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>

- University diploma in law, political sciences, economics, business administration or any other related field;
- At least four years of proven, pertinent professional experience in the field of external relations;
- At least two years of experience in areas relevant to military and defence cooperation with foreign partners;
- Knowledge in arms export control policies and legal frameworks;
- Experience in maintaining diplomatic relations with Member States and a wide range of stakeholders;
- Knowledge of foreign military capacity building and of EU CSDP military missions and operations procedures and processes would be an asset;
- Knowledge of EU institutions and functioning of the Union, CFSP/CSDP and broader EU external action would be an asset.

B. Skills required

- Experience in the military and defence sector, and/or in the area of military capacity building and arms export control;
- Have the ability to remain objective in complex scenarios and to display sensitivity and sound judgement;
- Have good organisational skills, the ability to work under pressure and with tight deadlines and to manage multiple tasks and unexpected demands;
- Capacity to travel, including to countries affected by conflict.
- Have excellent drafting and communication skills in English;
- Have excellent negotiating skills in a multinational environment;
- Good IT skills, notably in word processing and office software suite;
- National security clearance at the level EU SECRET. Such clearance needs to be obtained from the competent authorities before secondment to the European External Action Service. 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

- A thorough knowledge of English and a good knowledge of French are required in order to perform the required duties;

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 four years

Co-financed SNEs shall be entitled to:

- daily allowance (**39.34 €/per calendar day for the distance 0-150km or 157.35 €/calendar day for the distance >150 km³**) 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 887.90 €/month⁴**);
- 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(2022) 79 of 19/12/2022

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(2022) 79 of 19/12/2022