

EEAS Vacancy Notice

Seconded National Expert in the Connectivity and Digital Transition Division (GLOBAL GI2)

Policy Officer, Connectivity & Digital transformation

COST-FREE

AD level post

Job No 374095

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 in the Division dealing with **Connectivity & Digital transformation**.

The successful candidate will join the team dealing with Connectivity and, more specifically, the development of the Global Gateway strategy (<https://www.eeas.europa.eu/eeas/global-gateway>) in order to **ensure the priorities of the EEAS are integrated into the Global Gateway strategy as it develops**.

Functions and Duties:

Under the authority of the Head of Division, GLOBAL GI2, the Seconded National Expert is expected to perform the following tasks:

- **As lead service in the EEAS :**
 - o Coordinate with the Geographical teams in the EEAS and with colleagues in ECO-FIIC on the implementation of Global Gateway (GG) and materials preparations
 - o Ensure hierarchy, including the Cabinet, is fully briefed on developments and able to coordinate GG within the EEAS
 - o Ensure EU Delegations are able to contribute fully to GG as it develops
 - o Work with other colleagues in the Division dealing with Digital Diplomacy (<https://www.eeas.europa.eu/eeas/digital-diplomacy>) in as far as it relates to Global Gateway
- **Coordination with the Commission :**
 - o Coordinate with DG INTPA as lead for GG on management of all the processes for implementation – internal coordination meetings, preparation of briefings, notes, messages, etc.
 - o Coordinate with other Commission DGs such as DG NEAR and TRADE
- **Coordination with the Council and Member States:**
 - o Prepare all material for and join the HoD in the regular meetings of the Council Working Group (“RELEX-Horizontal Questions”)
 - o Prepare all material and coordinate on the EEAS participation in the discussions on Global Gateway in COREPER, FAC as well as the EU Directors General for Development (EUDGx)

- Coordinate with the rotating Presidency on policy priorities
- **Coordination of the Global Gateway governance bodies:**
 - Prepare all material and coordinate on the EEAS participation in the Global Gateway Board and the Global Gateway Business Advisory Group

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

The candidate will be working in a friendly and dynamic environment and contribute to the work of the GLOBAL Directorate. He/she 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) Remain in the service of the employer throughout the period of secondment and be paid by that employer;
- e) 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;
- f) 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.

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>

Selection criteria:

Candidates should:

A. Professional knowledge

- Have a professional experience of at least 2 years, preferably in the Ministry of Foreign Affairs.
- Have adequate knowledge of the relevant policy areas, including good knowledge of the EU (institutional) environment and instruments in the area of external and security policy. Proven reporting and analysis capacity.

B. Skills

- Have the capacity to work and communicate under time constraints in an international diplomatic and multilingual environment. Intercultural sensitivity skills are required.
- Have the ability to work in teamwork, 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.

C. Languages

- A thorough knowledge (capacity to write and speak) in English is required. Knowledge of French would be a strong asset.

D. Personal Qualities

- Be dynamic. Motivated and flexible personality. 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-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: 1 year, renewable up to 4 years in total

Vacancy available from: 1 August 2023

Place of secondment: Brussels, Belgium

For further information, please contact:

SNE-HQ@eeas.europa.eu
