

## **EEAS Vacancy Notice**

### **Seconded National Expert in the Civilian Planning and Conduct Capability (MD.CPCC)**

#### **Medical Coordinator**

**COST-FREE**

**AD level post**

**Job No. 405008**

#### **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.

The Civilian Planning and Conduct Capability (MD.CPCC) is the permanent structure supporting the Civilian Operations Commander. The Civilian Operations Commander is the overall commander at the strategic level of currently 12 civilian CSDP crisis management missions and provides strategic guidance and direction to the Heads of Mission. The Civilian Operations Commander reports directly to the High Representative for Foreign Affairs and Security Policy and through him to the Council of the EU. Under the political control and strategic direction of the Political and Security Committee and the overall authority of the High Representative, the Civilian Operations Commander ensures the effective planning and conduct of civilian CSDP crisis management operations, as well as the proper implementation of all mission-related tasks as well as the discharge of the duty of care.

#### **We propose:**

The post of a "cost-free" Seconded National Expert of **Medical Coordinator**. The successful candidate will work under the authority of the Managing Director/Civilian Operation Commander of the MD.CPCC, and as part of the duty of care obligations of the command structure, report to the Head of the Security and Duty of Care Sector. S/he is expected to perform the following tasks:

- Assist and advise the Civilian Operations Commander on health and medical issues;
- Serve as focal point for all medical issues with regard to civilian CSDP Missions and in that context maximise the health and safety of mission members;
- Act as a point of contact to support, assist and advise Missions and other stakeholders on medical, health and related safety issues;
- Ensure consistency of medical delivery across all Missions;
- Centralise co-ordination of Mission medical provision and services across Missions;
- Participate in Mission planning process by providing expertise and knowledge of medical evaluation in a Mission context;
- Coordinate and support the network of Missions medical representatives, including:
  - chair the recruitment of qualified medical staff for all missions;
  - assist in evaluating medical facilities in mission areas;
  - support the identification of suitable third part medical providers (Clinics, Hospitals)
- Assist the Operations Crisis Meeting when activated in case of critical incident, and contribute to the after-action review as a medical expert;
- Contribute to policy development on health and safety issues, including through:

- developing and implementing standardized medical SOPs and procedures;
- identifying, developing and implementing standardized medical equipment lists for all CSDP medical facilities;
- identifying and implementing medical quality assurance procedures;
- promote capacity development on health related issues.
- Link the medical provision with the security element both within the MD.CPCC and at an operational level within Missions;
- Provide a liaison capability (point of contact) between Missions and Health/High Risk Insurance (e.g. CIGNA) providers to support CASEVAC/MEDEVAC and medical referrals;
- Liaise closely with the EUMS, EEAS medical expertise capacity;
- Liaise with all other relevant EU medical actors ( SANCO, DEVCO, ECHO).

### **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 experience in the areas of responsibility. 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<sup>1</sup> or, where justified in the interests of the service, professional training of an equivalent level.<sup>2</sup>;
- c) Have a thorough knowledge of English 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

<sup>1</sup> 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.

<sup>2</sup> 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>

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. Qualifications and experience required:**

- Successful completion of university studies in medicine of at least 3 years attested by a diploma;
- Medical Doctor or Bachelor's Degree in Nursing; and a minimum one-year post-graduate qualification attested by diploma in Emergency Medicine or Anaesthesia, Intensive Care or Primary Care, or occupational health;
- After having fulfilled the educational requirements, a minimum of 6 years of relevant professional experience as follows:
  - o a **minimum of 4 years** of clinical experience, e.g. A&E (Acute and Emergency Care) or Pre-hospital Emergency Care or Anaesthesia/Intensive Care or Primary Care or occupational health or equivalent;
  - o a **minimum of 2 years** of relevant professional experience in the field of medical management , planning and administrative procedures preferably from international settings;
- Have a good knowledge of the European Union's external action mechanisms, in particular CSDP would be desirable;

##### **B. Skills required:**

- Have strong organisational and managerial skills, sense of initiative and ability to work under pressure within short deadlines and to manage multiple tasks and unexpected demands;
- Have ability to maintain objective in complex scenarios and to display sensitivity and sound judgement;
- Have excellent interpersonal skills;
- Have ability to work and communicate in interdisciplinary and intercultural teams;
- Have excellent analytical capability as well as excellent drafting and reporting skills. Rapid grasp of problems and capacity to identify issues and solutions;
- Be prepared to travel on mission to current or potential crisis areas and to do so at short notice;
- Have the ability to exercise greatest discretion with regard to all facts and information coming to his/her knowledge in the course of or in connection with the performance of his/her duties.

##### **C. Languages:**

- In the interest of the service, the expert must be fully fluent in written and oral English. Good command of French is an advantage.

#### **D. Personal qualities:**

- Be a motivated and flexible team player;
- Have the ability to adapt quickly to new situations and deal with new challenges;
- Have the ability to maintain the highest standards of personal integrity, impartiality and self-discipline.

#### **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](mailto: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.

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

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:** 01/10/2023

**Place of secondment:** Brussels, Belgium

**For further information, please contact:**

**Administrative questions:** [SNE-CSDP@eeas.europa.eu](mailto:SNE-CSDP@eeas.europa.eu)

**Selection and profile related questions:** Mr Martin FLEPP, +32 2 584 2877;  
[martin.flepp@eeas.europa.eu](mailto:martin.flepp@eeas.europa.eu)

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