

## **EEAS Vacancy Notice**

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

#### **Policy Officer (Evaluation expert)**

#### **Division for Integrated Approach: Methodology and Implementation, ISP.1**

**COST-FREE**

**AD level post**

**Job No 426005**

#### **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.

Within ISP ("Integrated approach for Security and Peace Directorate"), the "Integrated Approach: Methodology and Implementation" Division (ISP.1) is a Division of currently 16 staff. It is responsible for the effective coordination of the EU response throughout the conflict cycle by working with relevant geographic and thematic services, incl. outside the EEAS, in developing a shared EU strategy and integrated approach in dealing with crises. The division also has the lead in implementing the EU policy on Training for the Common Security and Defence Policy (CSDP) and is the service of contact with the European Security and Defence College.

Following the agreement of the Political and Security Committee on 28/06/23, a permanent structure is being created within EEAS to conduct evaluations of the impact of civilian CSDP missions that includes EEAS officials to ensure business continuity and SNEs from Member States.

ISP.1, which is becoming PCM.1 on 15 July, is currently structured along two sectors:

- Sector 1 on Methodology provides methodological tools and practical support to EU actors in key areas such as SSR (Security Sector Reform), DDR (Disarmament, demobilisation and reintegration of ex-combatants), stabilisation, human security / human rights and develops the necessary policy concepts. This sector also promotes knowledge management and organisational learning in the area of Peace, Security and Defence by, for example, facilitating lessons processes, and disseminating best practices.
- Sector 2 on Implementation coordinates the EEAS strategic guidance and integration between the EU's crisis management tools including with financial crisis response instruments (i.e. Neighbourhood, Development and International Cooperation Instrument - NDICI), contributes thus to the Humanitarian, Development and Peace nexus and monitors the implementation of the resulting integrated plans of action such as Political Framework for Crisis Action (PFCA) and other relevant instruments.

A new sector is being created within this division so that the evaluation of the impact of civilian CSDP missions can be conducted by a functionally independent evaluation entity within the EEAS.

#### **We propose:**

**The position of Evaluation expert**

The successful candidate will join the above-mentioned newly created sector in the ISP.1 Division, and will contribute therefore to the implementation of an integrated ('whole-of-EU') approach to conflict prevention, crisis management and stabilisation, through i.a. policy and concept development, analysis and context-specific technical advice as well as knowledge management, including evaluation of impact. The position includes working closely with EEAS geographical and relevant horizontal teams, EU Delegations, EUSR's, Special Envoys, CSDP structures, Commission services and international partners, including civil society.

The main focus of this position will be to contribute to the independent evaluation of the impact of civilian CSDP missions and thus contribute to the planning processes, to identifying lessons and to providing Member States and EEAS with informed decision-making.

#### Functions and Duties:

- Support the Head of Sector in the development of evaluation methods and tools and in the conduct of independent evaluations of civilian CSDP missions, in close dialogue with other relevant EEAS and Commission directorates and stakeholders. This includes contributions to developing and revising, whenever necessary, the EEAS' Evaluation Concept and Methodology;
- Contribute to developing evaluation methods and tools and conducting independent evaluations of civilian CSDP missions, which includes the drafting Terms of reference for specific evaluations, desk-studies and field visits, the drafting of evaluation reports, contributions to the creation of feedback loops as part of the overall work on knowledge management, and any other tasks related to the evaluation of impact of CSDP missions;
- Contribute to the further development and application of conceptual thinking on the theory of change for civilian crisis management missions, including contributing to the drafting of SOPs;
- Establish and maintain regular contacts and exchanges with other EU services, including, civilian CSDP missions, Delegations, as well as with Member States, third countries, international organisations, international and national NGOs, research institutions and the academic community at large as relevant;
- Follow-up and contribute to external relations policy proposals, including through the inter-institutional decision-making process;
- Draft reports, briefings, policy, methodological, programming and other documents as appropriate;
- Support the Head of Division in any other tasks as required.

#### **We are looking for:**

We are looking for an energetic, proactive and motivated evaluation expert who will be working in a friendly and dynamic environment, and who wants to contribute to implementing and advancing the EU's Integrated Approach to external crises and conflicts, and to further strengthen the way we bring together our expertise and instruments, and work with Member States, to deliver greater impact in fragile and conflict-affected areas.

The expert for this post is expected to have previous technical expertise in the field of evaluation of security sector support and/or a good understanding of the EU crisis management toolbox (including actors and their different interests/positions and capacities). The expert is required to conduct several field studies to CSDP mission host countries, including in high/critical risk areas. A good overview/understanding of the EU system and knowledge of most recent EU policy concepts in the area of crisis management would be desirable. Experience and knowledge of civilian CSDP missions would be considered an asset.

#### **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, including from law enforcement agencies, from international organisations or, only in exceptional cases and with prior authorisation, from other sources;
- b) Have at least five 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 one Union language and a satisfactory knowledge of a second language for the performance of his/her duties (see below);
- 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:**

### **A. Qualifications and experience required**

- university diploma, or equivalent level of education;
- three years' relevant professional experience in the field of evaluation and ideally professional experience in crisis management areas, or other experience deemed relevant;
- have experience and knowledge of CFSP and CSDP, and generally of the main policy concepts in the area of crisis management;
- have an excellent ability to maintain diplomatic relations and to ensure representation, communication in a complex, multicultural environment;
- have an excellent capacity to create constructive working relations with foreign entities, including law enforcement agencies, government representatives and civil society organisations;
- have strong drafting, communication and analytical skills combined with sound judgement;

Furthermore,

- experience of working in a crisis management mission / operation (by EU or other actors such as UN, OSCE, AU etc);
- experience of working in a team in multi-disciplinary and multi-cultural environment; would be assets for this position.

### **B. Skills required**

- 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;

<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>

- have excellent drafting and communication skills;
- have excellent negotiating skills in a multinational environment;
- have knowledge of law enforcement and experience in working with the security sector, or other experience relevant for civilian CSDP missions; have the ability to work professionally as a member of the division, in mixed-composition task forces and working groups, in an interesting but challenging environment;
- good computer skills are essential, notably in word processing, spreadsheets, presentations software, Internet / Intranet and email systems. Knowledge of other IT tools would be an asset.
- national security clearance at SECRET UE level. 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**

- thorough knowledge of one EU working language and satisfactory knowledge of another one are required; in practical terms, in order to perform required duties, that means an excellent command of written and spoken English, in particular good report-writing skills; good knowledge of written and spoken French is appreciated but not compulsory.

### **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**

Cost-free 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 four 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, allowances, salary, insurance, schooling (other than the European School fee), etc. shall not be covered by the EEAS.

**Vacancy available from: 15 September 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 Brice de Schietere, Deputy Director / Head of Division  
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