

EEAS Vacancy Notice

Cost-free Seconded National Expert

Delegation of the European Union to Ukraine

AD level post

Job No 212210

We are:

The European External Action Service (EEAS) supports the High Representative in the exercise of her 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 her capacity as Vice-President of the Commission with regard to her 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 position of Seconded National Expert (Political Officer/Advisor on security policies) to the **EU Delegation to Ukraine** as a “**cost free**” secondment, i.e. salary, insurances, accommodation and other costs are to be paid by the EU MS as appropriate.

The overall purpose:

Under the direct supervision of the Head of Section (HoS) and Head of Delegation (HoD), the political officer should contribute to:

- analysis and reporting on the EU – Ukraine relations, including relevant developments at regional level, and Ukraine's relations with the EU Member States
- analysis and reporting on domestic developments, including in the rule of law and anti-corruption areas

We are looking for:

The European External Action Service (EEAS) is seeking a highly motivated colleague (SNE) to occupy the post of Seconded National Expert (SNE) to the **EU Delegation to Ukraine**

The expert will:

- assist the Head of Delegation to explain and defend European positions in meetings with host country representatives, International Organisations and third country representatives as appropriate
- liaise with relevant EU MS, international organisations and civil society organisation and their field presences as needed
- monitor and contribute to analysis and reporting on developments in Ukraine related to rule of law and anti-corruption reforms, with a focus on the work of anti-corruption institutions (NABU, SAPO, NAPC) and renewal of judiciary and prosecution bodies (inter alia the High Anti-Corruption Court, Supreme Court, Prosecutor General Office, State Bureau of Investigations)
- provide policy advice on the political developments in the above areas, including in political relations between Ukraine and the EU and its Member States, in particular in the context of fulfilment of relevant judiciary and anti-corruption provisions in the context of the Visa-Liberalisation Action Program/Suspension Mechanism and of the Association Agreement
- assist the Head of Delegation, to explain and defend European positions in meetings with host country representatives, international organisations and third country representatives as appropriate
- prepare visits by EU representatives and officials, and accompanying them as appropriate
- liaise with relevant international organisations and civil society organisation and their field presences as needed
- fulfil other tasks in the political section as assigned by HoS or HoD.

Legal basis:

This vacancy is to be filled in accordance with EEAS Decision of the High Representative of the Union for Foreign Affairs and Security Policy Decision 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.
- 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** 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 they 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. Professional knowledge

- Experience of at least 3 years in international relations and diplomatic work;
- Analysis and reporting skills
- Working experience in third countries (Embassy, international organizations, NGO, etc.)
- General knowledge of EU – Ukraine relation, and EU institutions and related decisional processes. Knowledge of international and EU policies in the field of rule of law and visa liberalisation would be considered an asset.

B. Skills

- Have the capacity to work and communicate under time constraints in an international diplomatic and multilingual environment.
- Be a team worker and have good coordination and communication skills.
- Have solid analytical capability as well as drafting and reporting skills. Rapid grasp of problems and capacity to identify issues and solutions.

C. Security

HEAT Training (Hostile Environment Awareness Training) is mandatory and is a non-family posting.

D. Languages

Thorough knowledge (capacity to write and speak) in English. Working knowledge of Ukrainian or Russian is strongly recommended.

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>

E. Personal Qualities

Dynamic, motivated and flexible personality. Ability to adapt quickly to new situations and deal with new challenges.

F. Equal opportunities

- The EEAS is committed to an equal opportunities policy for all its employees and applicants for employment. As an employer, 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 that 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-Delegations@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.

G. 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 for certain security costs and missions costs incurred by the SNE posted in the EU Delegation. Other costs such as removal costs, salary, insurance, accommodation, schooling, etc. shall not be covered by the EEAS.

Location : The place of secondment is Kiyv. Depending on the evolution of the situation in Ukraine, the SNE might have to start his/her secondment remotely from his/her place of origin.

Vacant from: Immediately

For further information, please contact: SNE-DELEGATIONS@eeas.europa.eu

