

EEAS Vacancy Notice

Seconded National Expert in the Directorate for Global Issues (MD GLOBAL/GI)

Policy Officer, Financing Instrument and International Cooperation Division (GI5)

COST-FREE

AD level post

Job No 197581

We are:

The European External Action Service (EEAS) supports the work of the High Representative in defining and implementing an effective and coherent EU foreign policy. The EEAS supports his/her tasks of conducting the Union's Common Foreign and Security Policy and chairing the Foreign Affairs Council. It also supports the High Representative in his/her capacity as Vice President of the Commission with regard to his/her responsibilities within the Commission in the external relations field including the coordination of other aspects of the Union's external action. The EEAS works in close cooperation with Member States, the Council and relevant services of the European Commission.

The Division GLOBAL GI 5 aims to ensure that EU international policy and cooperation is an integral part of EU external action and responds to the current geopolitical and geo-economic environment. GI 5 overall objective is to mobilise the EU toolbox of external aid instruments in support of a 'policy first' and 'value-driven' approach and ensure the complementarity of financing instruments to develop stronger partnerships and international alliances underpinning the EU geo-political priorities and the 2030 Agenda. In doing so, GI5 supports the HRVP in his double mandate as chair of the FAC/DEV and as Vice-President of the Commission. GI5 coordinates, in close cooperation with the relevant Commission services the multi-annual programming of EU external financing assistance and related-budgetary issues (Heading 6). It also provides support and coordinates within EEAS the institutional engagement on the key financing modalities for external assistance including EFSD+ and budget support and acts as EEAS focal point of the humanitarian-development-peace nexus approach in fragile and conflict-affected countries. GI5 works closely with Member States and the European Parliament, as well as with international organisations (in particular UN and IFIs), academia, think tanks and civil society organisations.

We propose

An attractive and challenging position as Policy Officer contributing to the EU's geopolitical position on the 2030 Agenda and the Sustainable Development Goals (SDGs), the social dimension of development with a focus on human development, social protection, inequalities and the development dimension of multilateral discussions and conferences, in particular the Summit of the Future in September as well as the planned fourth international conference on financing for development (4FfD) and related follow up.

Specific tasks include:

- Contribute to the EU response towards the multiple crises of the past years on the geopolitical dimension of development, in particular the commitment to the social dimension of EU cooperation and its contribution to human development and to the achievement of the Sustainable Development Goals;
- Contribute together with the Commission to the priorities of the Presidencies of the European Union related to social and human development (i.e. under the Belgian Presidency social protection and education, under the Spanish Presidency social transition and inequalities), including preparing relevant discussions at FAC/Development meetings and Council meetings (especially CODEV)

and contribute to the drafting and coordinating of Council Conclusions in respective areas of responsibility;

- Focal point for education and youth and responsible for the follow-up of the Mid-Term-Review in the respective areas of responsibility, including Erasmus+;
- Liaise with Commission services (especially INTPA) on the 2030 Agenda, human and social development, inequalities and multilateral development issues. Act as focal point for Policy Coherence for Development;
- Contribute to communicating the social dimension of the Global Gateway strategy and its contribution to the Agenda 2030 and follow EU policy coherence for sustainable development.
- Act as focal point within the division for multilateral development policy, in particular covering several UN agencies and contribute to the preparation of High-Level Dialogues with UN agencies;
- Support and attend meetings of the Council working parties on the 2030 Agenda (CWPA2030) and for the United Nations (CONUN) in respective areas of responsibility;
- Contribute to the preparation of multilateral conferences in respective areas of responsibility, including the Summit of the Future, the High-Level Political Forum and the follow up on the outcome of the Fourth Small Island Developing States (SIDS) conference (May 2024) and the 3rd Conference on Landlocked Developing Countries (LLDCs, in June 2024); Act as LLDC focal point.
- Contribute to the preparation of the fourth international conference on financing for development (4FfD). Work together with the colleague responsible for international financing institutions and the global financial architecture on Financing for Development;
- Provide briefing notes, reports, assessments, analysis, draft policy decisions/suggestions in the area of competence.

During the assignment and considering the evolution of his/her files, the SNE might be asked by the Head of Division, and in mutual agreement, to take on other additional tasks in GI5.

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 solid experience in the field of international cooperation and external relations; relevant policy and operational experience in the proposed areas; as well as an excellent understanding of EU policy-making, decision-making processes and inter-institutional relations. The candidate will be working in a friendly and dynamic environment and contribute to the work of the GI5 Division. She/he will have to work in an international and multicultural environment in close contact with Member States and other 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 level¹; Have a thorough knowledge and capacity to write and speak in English and good knowledge of French;
- c) Have a security clearance of minimum level **EU-SECRET/SECRET-UE** for the functions that he/she will carry out;
- d) Remain in the service of the employer throughout the period of secondment and shall 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.

Selection criteria

Candidates should:

A. Professional knowledge

- Have professional experience of at least 5 years in the above-mentioned areas in relevant national administrations and/or international organisations (embassy, international organization, NGO etc.);
- Have extensive knowledge of the EU, its institutions, decision processes, external relations and policies;
- Have professional experience working in the field of external relations and international cooperation/financial assistance;
- Experience working in macro-economic development issues or with development banks would be considered an asset.
- Field experience in experience working with developing countries and in the implementation of development policies will be considered an asset;
- Have a University degree in political science, economics, law, public policy, international relations or related topic (or equivalent professional experience).

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.

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>

- 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 and a good 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.

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.

Other expenses such as removal costs, allowances, salary, insurance, schooling (while the SNE maintains the right to enrol the children in an European School Type I)² and costs related to the enrolment to the Interinstitutional nurseries or the After-school centre managed by the early childhood centre of the European Commission shall not be covered by the EEAS. However, in case the SNE makes use of these two facilities for their dependent children, the EEAS shall recover any invoiced cost (including the institutional and the parental contribution, estimated at approximately EUR 18,000 per year and per child) from the Seconded National Expert concerned on a yearly basis. For further information, please contact RM-01-COORDINATION@eeas.europa.eu.

Duration of the secondment: 2 years, renewable up to 4 years in total

Vacancy available from: 1 July 2024

Place of secondment: Brussels, Belgium

For further information, please contact:

SNE-HQ@eeas.europa.eu

² <https://www.eursec.eu/en/Accredited-European-Schools/About>

