

EEAS Vacancy Notice

Seconded National Expert in the Directorate for Strategic Communication and Foresight (STRAT)

**Policy Officers
[Strategic Communication Officers]**

COST-FREE

AD level posts

Job No 423202 and 423203

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 Directorate for Strategic Communication and Foresight steers communications and outreach to promote the role of the EU as a strong global actor, ensures the EEAS' contribution to EU efforts to fight disinformation, information manipulation and interference, and coordinates strategic policy analysis with a view to inform policy and decision-making. The Directorate develops Strategic Communication and Public Diplomacy activities across a wide range of geographic and thematic topics and works in close cooperation with EU Delegations, Member States, international partners and relevant services from other EU institutions. The Directorate also oversees internal communication in the EEAS.

We propose:

The posts of two "cost-free" Seconded National Experts on the positions of **Strategic Communication Officers**.

The successful candidates will be based at the EEAS Headquarters in Brussels, within the StratCom Task Force Sub-Saharan Africa, in the Directorate for Strategic Communication and Foresight (SG.STRAT). They will **develop and implement communication strategies and tailored made communication products** to the various audiences in sub-Saharan Africa.

The experts will support EU's actions aiming at strengthening its strategic communication. The experts will be required to work closely with EU Delegations, relevant divisions and entities of the EEAS, European Commission services, and Representations in the member states, EU MS representatives, EU CSDP, EC Spokespersons Service, EP press team, external contractors and other relevant networks.

Functions and Duties

The Seconded National Experts are expected to perform the following main tasks:

- Advise and plan EU proactive communication in sub-Saharan Africa through engagement with EU institutions and Delegations (including the Stratcom officers' network in EU Delegations), media, civil society partners, and other relevant stakeholders.
- Contribute to the global strategy and develop efficient narratives in coordination with other members of the task force.
- Contribute to develop and implement effective communication strategies and material to support EU Delegations in enhancing the EU's profile in the region and promoting EU funded projects on the ground.
- Contribute to optimise content for EU Headquarters and Delegations websites, digital newsletters, fact sheets, diverse publications and social networking sites.
- Ensure consistency in terms of voice, branding, messaging and frequency of posting between the Headquarters and EU Delegations locally.
- Support the campaign officer's efforts to develop and deliver well-executed and effective campaigns on EEAS related issues, adequately complementing DG INTPA campaigns on the Global Gateway as well as campaigns led by other DGs.
- Liaise and coordinate with other EU departments implementing similar/complementary programmes, initiatives and communication campaigns.
- Contribute to deliver projects and actively manage project implementation, including budgets and drafting terms of references.
- Support the organisation and management of events and workshops in Brussels and in Sub-Saharan Africa, including public and cultural diplomacy activities.

We are looking for:

Dynamic, proactive and highly motivated colleagues with strong analytical, drafting, and communication skills to occupy two posts of Seconded National Experts (SNE).

Legal basis:

These vacancies are 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) Have or be able to obtain 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

Candidates should:

A. Professional knowledge

- Have completed university studies of at least three years attested by a diploma;
- Have the capacity to work in English and French, necessary for the performance of their duties;
- Have at least five years of relevant professional experience in communications, media/journalism and information analysis, preferably in the international context;
- Be a national of one of the Member States of the European Union and enjoy full rights as a citizen.

B. Skills

- Have the capacity to work and communicate in an international diplomatic and multilingual environment. Intercultural sensitivity skills are required.
- Have solid analytical and drafting skills. Rapid grasp of challenges and capacity to identify issues and find solutions. Creativity and flexibility would be valuable assets.
- Have the ability to communicate clearly and effectively, both in writing and orally, on complex issues.
- Have the capacity to perform with accuracy and in a flexible manner a diversity of tasks in a complex institutional environment.

^[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 a solid background and previous professional experience in strategic communications and/or journalism.
- Have good working knowledge of the EU (institutional) environment and decision-making processes and understanding of the EU's policies towards Sub-Saharan Africa.
- Have a good knowledge of the EU policies and activities in sub-Saharan African countries, including on foreign and security policy. A direct working experience in one of those countries will be considered an asset.
- Knowledge of media environment and communication trends in the sub-Saharan will be considered an asset
- Sound understanding of sub-Saharan Africa political, security, and socio-economic trends, challenges and opportunities.

C. Languages

Thorough knowledge of English and /or French (excellent capacity to write and speak).

D. Personal Qualities

- Be dynamic. Motivated and flexible personality. Able to adapt quickly to new situations and deal with new challenges. Be ready to perform field missions.
- Have the ability to work in a team, to coordinate with other teams and to communicate effectively.

Furthermore:

- experience of working in a team in multi-disciplinary and multi-cultural environment;
- experience in working with or within other EU institutions/ International Organisations/ Embassies/ Delegations;
- experience of working on high impact communication;

would be considered as strong assets.

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: Immediately

Place of secondment: Brussels, Belgium

For further information, please contact:

SNE-HQ@eeas.europa.eu
