

## **EEAS Vacancy Notice**

### **Seconded National Expert in the Directorate on Global Issues (GLOBAL GI)**

#### **Policy Coordinator – Green Diplomacy, Green Transition Division (GLOBAL GI.3)**

**COST-FREE**

**AD level post**

**Job No 375026**

#### **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.

#### **We propose:**

The post of a “cost-free” Seconded National Expert on the position of a Policy Coordinator in Green Transition Division, GLOBAL GI.3.

The successful candidate will join the Green Transition Division, GLOBAL GI 3, embedded in the Directorate for "Global Issues", which has a broad mandate focusing on the external dimension of the EU Green Deal, with global scope, and strengthening further EU's Green Diplomacy. It contributes to ensuring that the EU's foreign and security policy is equipped to tackle pressing global challenges related to green transition, including its geopolitical impact and relations with partners, in both bilateral and multilateral settings. The Division is the focal point for Green Diplomacy and policymaking, guidance and information on the external dimension of the Green Deal notably on energy, climate and environment. Our overriding objective is to improve the integration of these aspects into the EU's relations with countries, regions and multilateral bodies worldwide. Aiming to ensure maximum coherence between internal and external policies and serving as a point of interface between the EEAS, Commission services and Member States, the Green Transition Division is a highly motivated team. It works closely with all geographic and relevant thematic and horizontal Divisions of the EEAS, EU Delegations, Commission services and Member States to pursue goals which are politically visible and in direct support of the headline goals of our political leadership.

#### **Functions and Duties:**

Under the direct supervision of the Head of Division, and within clusters dealing with climate change and environment/oceans issues, key responsibilities of the position include:

- Further promote and develop within the EEAS the green transition-related policies, initiatives and actions, and contribute to mainstreaming the Green Deal in EU relations with relevant third partners and regions;
- Follow up to and operationalize the Foreign Affairs Council's Conclusions on Green Diplomacy;
- Provide analysis and political advice with regard to the external dimension of the EU's Green Deal and climate policies and their geopolitical dimension, working in close cooperation with other

EEAS departments, EU Delegations in third countries, European Commission and Member States in Team Europe spirit;

- Contribute to strengthening further EU's Green/Climate Diplomacy as part of the wider Green Deal, through dedicated initiatives promoting EU's Green transition internationally, both in bilateral and multilateral settings;
- Contribute to accompany relevant international negotiations on Green Transition related aspects in close cooperation with European Commission and Member States; including through outreach and dedicated initiatives;
- Contribute to diplomatic outreach with third countries and international organizations- seminars/webinars, political dialogues and other bilateral discussions with partners, policymakers' roundtables, donor discussions;
- Prepare policy papers, speeches, briefings on EU external dimension of the Green Deal for High Representative/Vice President, EEAS hierarchy, European Commission and other stakeholders.

The final job description will take into account the profile and experience of the candidate.

### **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 political experience in the proposed areas. The candidate will be working in a friendly and dynamic environment and contribute to the work of Green Transition Division. 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 or, where justified in the interests of the service, professional training of an equivalent level.<sup>1</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;
- d) Have a security clearance of minimum level **EU-SECRET/SECRET-UE** for the functions that he/she will carry out;

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<sup>1</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>

- 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 a University diploma in law, political science, economy, business administration or any other related issue.
- Have professional experience of at least 2 years, ideally connected to the above mentioned areas; analysis and reporting; experience in diplomatic or field posting would be an asset (Embassy, International organisation, NGO, etc.); understanding of EU institutions and decision making processes, the EU's common foreign and security policy and related EU external policies (geographic and thematic).

##### **B. Skills**

- Have the capacity to work and communicate in an international diplomatic and multilingual environment
- Have the ability to work in an international environment as a member of a team, to coordinate and to communicate effectively.
- 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) of English required. Operational knowledge of French would be an asset.

##### **D. Personal Qualities**

- Be dynamic. Motivated and flexible personality. Capacity to adapt.

### **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](mailto: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)<sup>2</sup> 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) from the Seconded National Expert concerned on a yearly basis.

Duration of the secondment: 2 years, 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](mailto:SNE-HQ@eeas.europa.eu)

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

