

## **EEAS Vacancy Notice**

### **Seconded National Expert in the “Peace, Partnerships and Crisis Management” Directorate (MD-PSD.PCM)**

**Policy Officer**

**Integrated Approach for Peace and Security Division (MD-PSD.PCM.1)**

**COST-FREE**

**AD level post**

**Job No 461404**

#### **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.

Within PCM ('Peace, Partnerships & Crisis Management Directorate'), the 'Integrated Approach for Peace & Security' Division (PCM.1) is a Division of some 20 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 CSDP and is the service of contact with the European Security and Defence College.

PCM.1 is 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, climate and security, as well as Youth Peace and Security and develops the necessary policy concepts.
- Sector 2 on Evaluation and Knowledge Management stimulates a culture of continuous learning and development in the area of Peace, Security and Defence, by conducting and supporting impact evaluations, lessons processes, after action reviews and providing methodological guidance. It is working on impact evaluation of Civilian CSDP missions, an online platform EU Knowledge4Peace (EUK4Peace) and coordinates the implementation of the CSDP training policy.

#### **We propose:**

The successful candidate will function within Sector 1, under the Head of Division.

The Policy Officer for Stabilisation will contribute to the EEAS's work on crisis management with a particular focus on stabilisation efforts within the framework of the EU's external actions. In particular, the Policy officer will support the operationalisation of the EU Stabilisation Concept, in the context of the EU Integrated Approach in conflict-affected regions. This role involves coordination with Member States, international organisations, and other EU services, ensuring a coherent and integrated approach to stabilisation.

## **Functions and Duties:**

- **Stabilisation Policy Implementation:** Contribute to the development and implementation of stabilisation initiatives, in line with the EU Stabilisation concept and the EU's integrated approach to crisis management. This includes working closely with Member States and international organisations to foster cooperation and align strategic objectives. Contribute to the development of practical guidance for the implementation of stabilisation assessments by the EEAS.
- **Planning and Coordination:** Assist in the coordination of stabilisation efforts across EU services, Member States, and third-party partners. This involves preparing briefings, reports, and strategic analysis papers that inform high-level decision-making processes within the EU's crisis management framework.
- **Engagement in conflict prone areas:** Focus on the operationalisation of stabilisation initiatives in conflict-prone areas (geographic specifications will be adapted to evolving crisis/conflicts and policy priorities).
- **Liaison with Partners:** Act as a focal point for coordination between the EEAS, EU Member States, and international partners, in particular the UN. Ensure that stabilisation efforts are coherent with broader international security and development agendas.
- **Inter-Service Coordination:** Collaborate with other EEAS divisions, relevant DGs of the European Commission, the Service for Foreign Policy Instruments (FPI) and EU Delegations to ensure integrated crisis/conflict response strategies, particularly within the framework of the EU's stabilisation concept.
- **Support to Policy Formulation:** Provide input and strategic guidance on relevant EU initiatives, ensuring that stabilisation efforts reflect broader EU priorities on conflict prevention, peacebuilding, and crisis management.
- **Cross-cutting horizontal priorities:** Support making links between the wider stabilisation agenda and the key horizontal priorities of the EU, in particular human rights and gender, as well as climate change and security.

## **We are looking for:**

We are looking for an energetic, proactive and motivated expert who will be working in a friendly and dynamic environment, and who wants to contribute to implementing and advancing Stabilisation efforts as part of 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 expertise in the field of stabilisation and/or a good understanding of the EU crisis management toolbox (including actors and their different interests/positions and capacities). The expert could be requested to conduct field studies, including in high/critical risk areas.

## **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<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;
- d) Have a security clearance of minimum level **EU-RESTRICTED/RESTREINT-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;
- three years' relevant professional experience and ideally professional experience in multinational organisations;
- have experience and knowledge of CFSP and CSDP

#### In addition:

- Experience in policy development and coordination at the strategic level;
- Experience of working in an Embassy, a Delegation, CSDP mission or operation (or equivalent in an international organisation);
- Work experience on Human Rights related areas would be considered an asset.

### **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;
- have excellent drafting and communication skills;
- have excellent negotiating skills in a multinational environment;
- 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.

<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>

- national security clearance at **EU-RESTRICTED/RESTREINT-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 desirable;

### **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](mailto:SNE-CSDP@eeas.europa.eu) in order to accommodate any special needs and provide assistance to ensure the possibility to pass the selection procedure with equal opportunities as 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 1(d) (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 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>[3]</sup> and costs related to the enrolment to the Interinstitutional nurseries or the After-school centre managed by the early childhood

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[3] <https://www.eursec.eu/en/Accredited-European-Schools/About>

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](mailto:RM-01-COORDINATION@eeas.europa.eu).

**Vacancy available from: 1 January 2025**

**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:** Katariina Leinonen, Head of Division, +32 2 584 2325  
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