



**VACANCY NOTICE FOR A POST OF SECONDED NATIONAL EXPERT**

DG – Directorate – Unit	EAC.B.1
Post number in sysper:	<a href="#">Click or tap here to enter text.</a>
Contact person:	Susanne Conze
Provisional starting date:	3rd quarter 2025
Initial duration:	2 years
Place of secondment:	<input checked="" type="checkbox"/> Brussels <input type="checkbox"/> Luxemburg <input type="checkbox"/> Other: <a href="#">Click or tap here to enter text.</a>
Type of secondment	<input type="radio"/> With allowances <input checked="" type="radio"/> Cost-free
This vacancy notice is open to: <input type="radio"/> <b>EU Member States</b> as well as <input type="checkbox"/> The following EFTA countries: <input type="checkbox"/> Iceland <input type="checkbox"/> Liechtenstein <input type="checkbox"/> Norway <input type="checkbox"/> Switzerland <input type="checkbox"/> The following third countries: .... <input type="checkbox"/> The following intergovernmental organisations: ... <input checked="" type="radio"/> <b>EFTA-EEA In-Kind agreement (Iceland, Liechtenstein, Norway)</b>	
Deadline for applications	<input checked="" type="radio"/> 2 months <input type="radio"/> 1 month  Latest application date: 25-04-2025

**Entity Presentation (We are)**

Unit B1 - higher education is driving the transformation of European higher education. The unit is the lead service for (a) the implementation of the European Strategy for Universities to achieve a European Education Area, including the implementation of flagship initiatives such as 'European Universities' alliances, a European degree, the

European student card initiative; a European Quality Assurance and Recognition System (b) the implementation of the Council Recommendations on tracking graduates, on the European approach to micro-credentials; on automatic recognition; and on learning for the green transition (c) the "Bologna Process" which seeks to create a European Higher Education Area based on the implementation of common European tools. The unit is also responsible for managing the implementation of the higher education actions of the flagship Erasmus+ Programme via National Agencies and the Executive Agency EACEA as well as for devising future higher education actions under the next Multiannual Financial Framework.

The National Expert is expected to contribute to managing the implementation of the higher education actions of the flagship Erasmus+ Programme, notably collecting and elaborating input and ideas for its future phase. The current and future Erasmus+ Programme will be key to shaping some of the initiatives announced in the European Strategy for Universities presented in 2022. The job will involve contacts with external stakeholders such as universities, networks of higher education institutions, students' associations, Erasmus+ National Agencies, National Authorities, and close cooperation with the EU Presidencies.

### **Job Presentation (We propose)**

- We propose a very interesting and dynamic position to contribute to shaping the development of higher education at European level and contribute to related policy developments
- As part of a team, to manage the implementation of the higher education actions of the flagship Erasmus+ Programme, notably collecting and elaborating input and ideas for its future phase;
- To monitor and analyse the implementation and impact of European higher education policies and in particular of the Erasmus+ Programme;
- To cooperate with national authorities, higher education institutions, student organisations and other stakeholders. This includes providing policy input and leading Working Groups with various stakeholders to co-create and co-design new policies and actions, and designing and leading Peer Learning Activities;
- To contribute to and review Commission policy initiatives, inter-service consultation documents and other proposals to ensure that the higher education priorities of the European Education Area are properly reflected;
- To contribute, under the supervision of a Commission administrator, to the drafting of Communications, Council Recommendations, study proposals and calls for tender
- To prepare briefings for the Commissioner and the Director-General, and to contribute to analytical papers/studies and replies to questions from the European Parliament, other European institutions and citizens' inquiries;
- Under the supervision of a Commission administrator, organise/manage/represent the Unit in events, including conferences, expert groups, working groups and other meetings with stakeholders;

### **Jobholder Profile (We look for)**

We look for a dynamic and pro-active candidate with relevant experience in working in the higher education sector at a higher education institution and/or Ministry/national agency/national authority. Experience with higher education policy development, the implementation of joint programmes and degrees and/ or implementation of the Bologna key commitments would be an asset.

The candidate should hold a Master's or equivalent degree in Political Sciences, Social Sciences and humanities, Sciences, Economy, Law, or any related fields of study.

### **Eligibility criteria**

The secondment will be governed by the **Commission Decision C(2008) 6866** of 12/11/2008 laying down rules on the secondment to the Commission of national experts and national experts in professional training (SNE Decision).

Under the terms of the SNE Decision, you need to comply with the following eligibility criteria at **the starting date** of the secondment:

- **Professional experience:** at least three years of professional experience in administrative, legal, scientific, technical, advisory or supervisory functions which are equivalent to those of function group AD.
- **Seniority:** having worked for at least one full year (12 months) with your current employer on a permanent or contract basis.
- **Employer:** must be a national, regional or local administration or an intergovernmental public organisation (IGO); exceptionally and following a specific derogation, the Commission may accept applications where your employer is a public sector body (e.g., an agency or regulatory institute), university or independent research institute.
- **Linguistic skills:** thorough knowledge of one of the EU languages and a satisfactory knowledge of another EU language to the extent necessary for the performance of the duties. If you come from a third country, you must produce evidence of a thorough knowledge of the EU language necessary for the performance of his duties.

### **Conditions of secondment**

During the full duration of your secondment, you must remain employed and remunerated by your employer and covered by your (national) social security system.

You shall exercise your duties within the Commission under the conditions as set out by aforementioned SNE Decision and be subject to the rules on confidentiality, loyalty and absence of conflict of interest as defined therein.

In case the position is published with allowances, these can only be granted when you fulfil the conditions provided for in Article 17 of the SNE decision.

Staff posted in a European Union Delegation are required to have a security clearance (up to SECRET UE/EU SECRET level according to [Commission Decision \(EU, Euratom\)](#)

[2015/444 of 13 March 2015](#). It is up to you to launch the vetting procedure before getting the secondment confirmation.

### **Submission of applications and selection procedure**

If you are interested, please follow the instructions given by your employer on how to apply.

The European Commission **only accepts applications which have been submitted through the Permanent Representation / Diplomatic Mission to the EU of your country, the EFTA Secretariat or through the channel(s) it has specifically agreed to.** Applications received directly from you or your employer will not be taken into consideration.

You should draft your CV in English, French or German using the **Europass CV format** ([Create your Europass CV | Europass](#)). It must mention your nationality.

Please do not add any other documents (such as copy of passport, copy of degrees or certificate of professional experience, etc.). If necessary, these will be requested at a later stage.

### **Processing of personal data**

The Commission will ensure that candidates' personal data are processed as required by Regulation (EU) 2018/1725 of the European Parliament and of the Council <sup>(1)</sup>. This applies in particular to the confidentiality and security of such data. Before applying, please read the attached privacy statement.

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<sup>(1)</sup> Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (OJ L 295, 21.11.2018, p. 39)