



VACANCY NOTICE FOR A POST OF SECONDED NATIONAL EXPERT

DG – Directorate – Unit	FPI.3.003 - Rapid Response Europe, Asia & Americas
Post number in sysper:	International Relations officer – Rapid Response manager
Contact person: Provisional starting date: Initial duration: Place of secondment:	Roberta CORTESE Roberta.Cortese@ec.europa.eu 1 st quarter 2025 1 year (extendable) <input checked="" type="checkbox"/> Brussels <input type="checkbox"/> Luxemburg <input type="checkbox"/> Other: Click or tap here to enter text.
Type of secondment	<input type="radio"/> With allowances <input checked="" type="radio"/> Cost-free
This vacancy notice is open to: <input checked="" type="radio"/> EU Member States 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: United Kingdom <input type="checkbox"/> The following intergovernmental organisations: ... <input type="radio"/> EFTA-EEA In-Kind agreement (Iceland, Liechtenstein, Norway)	
Deadline for applications	<input checked="" type="radio"/> 2 months <input type="radio"/> 1 month Latest application date: 25-04-2025

Entity Presentation (We are)

FPI staff around the globe are proud of the work that they are achieving and have a strong sense of purpose and motivation.

They take, and value, a high level of personal responsibility. A policy-driven approach, a focus on priorities, solutions and impact, combined with a welcoming and supporting atmosphere, are part of the service's corporate culture. The service promotes professionalism and teamwork, encourages commitment and promotes respect. It also seeks to embed trust and fairness while prioritising effective communication at all levels.

The Service reports directly to the HR/VP. The Service works in close cooperation with the other Commission services, as well as with the EEAS, both in headquarters and in delegations.

Within the Service for Foreign Policy Instruments, Unit FPI.3 manages rapid response actions in Europe, Asia, the Pacific and the Americas – both under the Crisis Response and Foreign Policy Needs components – of NDICI-Global Europe.

Thematically, the Unit leads FPI's work on Public and Cultural Diplomacy, Disinformation as well as mine action and economic issues and global health.

It is also responsible for cooperation with High-income countries (HICs) and Public Diplomacy (in HICs as well as in China, India, Brazil, Mexico and Argentina) in its geographic area of responsibility.

The Unit works in close cooperation with the EEAS and all relevant European Commission services in headquarters as well as in EU Delegations. It acts as the EU's first responder in situation of emerging crisis, crisis and post-crisis; it addresses urgent foreign policy needs and opportunities in areas such as effective multilateralism, disinformation and foreign information manipulation, global health and public and cultural diplomacy.

Through its Headquarters board teams and its Regional Teams in Bangkok and Washington and the FPI office in Vienna, the Unit collaborates closely with EU Member State agencies, international organisations, civil society and the private sector to effectively deliver on EU foreign policy commitments through conflict-sensitive and policy-driven action.

Team spirit, a strong sense of initiative and responsibility is a common feature of all unit members.

The size of the unit is 20 staff members not including the Regional teams.

Job Presentation (We propose)

We propose an attractive and challenging position as 'International Relations officer – Rapid Response manager' to plan and manage actions under NDICI - Global Europe in close cooperation with FPI's Programme Managers in Regional Teams. Such actions will be set notably in the Asia-Pacific region – both under the geographic pillar (HICs) and the rapid response pillar. The work involves coordination with Commission line DGs and the EEAS on EU policies and their projection abroad. Ensuring communication and visibility of FPI actions is an integral part of the job expectations. The successful candidate will be part of a dynamic, friendly and motivated team with a strong emphasis on collaboration.

Jobholder Profile (We look for)

We look for an experienced, dynamic, reliable, well-organised colleague with a good team spirit and excellent planning and coordination skills. The candidate should be proactive, flexible and able to organise the work independently with a strong sense of responsibility, and should be able to adjust to multiple tasks even under tight deadlines.

A positive attitude, excellent writing and communication skills, excellent inter-personal skills and a good judgement are also essential as well as a good knowledge of EU financial and contractual procedures.

The candidate should have at least 3 years' experience in programme preparation and in external relations. Experience in policy coordination and development would be an asset. Experience in the field is desirable, especially in a crisis or conflict context. An excellent knowledge of English is essential.

Knowledge of the geopolitical context in the Asia and Pacific and thematic knowledge of the portfolio (including in conflict analysis, security, peace building, climate change, trade and business cooperation, public and cultural diplomacy, disinformation, multilateralism/G7/G20) is a strong asset.

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 ⁽¹⁾. This applies in particular to the confidentiality and security of such data. Before applying, please read the attached privacy statement.

⁽¹⁾ 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)