



VACANCY NOTICE FOR A POST OF SECONDED NATIONAL EXPERT

DG – Directorate – Unit	DG JUST — DIR C — UNIT C4 — Democracy, Union Citizenship and Free Movement
Post number in sysper:	Job no. 469305
Contact person: Provisional starting date: Initial duration: Place of secondment:	Marie-Hélène Boulanger Marie-Helene.Boulanger@ec.europa.eu 3 quarter 2025 2 years <input checked="" type="checkbox"/> Brussels <input type="checkbox"/> Luxemburg <input type="checkbox"/> Other: Click or tap here to enter text.
Type of secondment	<input checked="" type="radio"/> With allowances <input 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: <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)

The mission of the Unit is at the core of the Commission's action on Democracy, anti-corruption as well as European citizens and their citizenship rights, including the free movement of persons, and consular protection. This unit is responsible for:

- Developing the EU's policy and legislative framework in the area of democracy through measures such as: supporting free and fair elections; promoting democratic values and resilient democratic processes; increasing democratic legitimacy of the Union and engagement on EU citizens in the democratic life of the Union.
- Developing policy in the area of free movement of persons, monitoring the effective exercising of the right to free movement, including the rights of mobile EU citizens, also ensuring the effective provision by the Member States' consular and diplomatic authorities to EU citizens in third countries
- Implementing and promoting Union citizenship;
- Developing the EU's anti-corruption policy and legislative framework

The unit is composed of 36 people with a very good, cordial team spirit and a high level of energy and commitment

Job Presentation (We propose)

The successful candidate will contribute to policy developments in the field of democracy and related policy areas, elections and EU citizenship rights, ensuring the implementation of the Commission's political guidelines and priorities.

The successful candidate will among others:

Contribute to the definition of political objectives and priorities and to internal planning and programming.

Support policy development, including preparing proposals, drafting briefing notes and speeches, and conducting analyses on EU citizenship rights, democracy, elections and political advertising and related areas.

Handle individual enquiries and complaints, collecting information from Member States and third parties, and drafting reports on national legislations and practices.

Coordinate with Commission departments, representing the unit in inter-service meetings, and communicating with stakeholders to ensure effective policy implementation.

Conduct quantitative and qualitative policy analyses, studying stakeholder consultations, and integrating results into EU policies.

Provide legal analysis, including assessing the jurisprudence of the Court of Justice and drafting synthesis notes on legal issues related to EU citizenship rights and democracy.

Manage documents, files, and records, including registering, filing, and storing documents, and ensuring compliance with document management rules.

Constantly analyze the national political, economic, and social situation in the area of EU citizenship rights, democracy, and related areas, and informing national

interlocutors about EU policies.

Jobholder Profile (We look for)

We look for a dynamic and motivated colleague, interested in and having experience of at least 3 years in policy design and development in the area of democracy and free and fair elections. The successful candidate will contribute to policy developments in the field of democracy and related policy areas, elections and EU citizenship rights, ensuring the implementation of the Commission's political guidelines and priorities. Experience in the design and implementation of policy initiatives and their implementation would be beneficial. The successful candidate must have experience in negotiations, be able to work on sensitive and political topics under the supervision of Commission officials, be a very good team player, enjoy a high level of responsibility, and be able to find and propose creative solutions to problems. Candidates should have excellent organisational skills with the ability to deliver quality results. They must show drive, initiative and creativity in their job. Speaking and drafting in English is essential.

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)