

EEAS Vacancy Notice

Seconded National Expert in the Managing Directorate Global Agenda and Multilateral Relations, Directorate Values and Multilateral Relations.

Policy Officer, Human Right Division (GLOBAL.VMR.3)

COST-FREE

AD level post

Job No 412434

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 Policy Officer in the Managing Directorate Global (Global Agenda and Multilateral Relations), Directorate Values and Multilateral Relations.

The successful candidate will join the **Human Rights Division (Global.VMR.3)**. The Division contributes to the realization of the EU Treaty commitment and political objective of promoting human rights, the rule of law and democracy worldwide, in close collaboration with the EUSR for Human Rights. To this end, the main objectives and tasks of the division are to mainstream human rights policy concerns into EU external relations, carry forward the implementation of the EU Action Plan on Human Rights and Democracy, develop and support EU thematic strategies, including the implementation of guidelines, in the human rights field with a view to addressing specific human rights concerns, work closely with Member States in the Council, particularly its Working Group on Human Rights - COHOM, and maintain close relations with civil society organizations.

Functions and Duties:

Under the authority of the Head of the Human Rights Division, the Seconded National Expert / Policy Officer is expected to perform the following tasks:

- Develop and implement EU Human Rights policies in line with the EU Action Plan on Human Rights and Democracy, in coordination with other EEAS departments and Commission services;
- Contribute to the definition of EU external human rights policy and to the promotion and defense of human rights especially for developing countries, including in Africa but also in other regions, in collaboration with other geographical services concerned and EU Delegations;
- Forge coherency of EU policy positions by working closely with Commission services, Member States in the Council Working Group on Human Rights (COHOM); contribute to improving the EU's outreach and partnership building strategies including with developing countries and actions in the field of human rights;

- Contribute to the division's work on outreach to countries of the global South, including support to the EU Special Representative on Human Rights in that regard;
- Participate in meetings of the Council Working Group on Human Rights, of the European Parliament subcommittee on Human Rights, and other inter-institutional meetings.
- Maintain regular contact with civil society organisations from EU and third countries and other stakeholders on relevant thematic files especially those relevant for developing countries.

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 the MD Global. 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.¹;
- 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;
- 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.

¹ 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>

Selection criteria:

Candidates should:

A. Professional knowledge

- Have a professional experience of at least 5 years, preferably in the Ministry of Foreign Affairs, International Cooperation, Development or a related service.
- Have extensive knowledge of the above mentioned policy areas are required, including human rights and ,
- Have experience in Member States or international organizations and diplomatic representations. Good working knowledge of the EU (institutional) environment and instruments in the area of external and security policy. Proven reporting and analysis capacity.

B. Skills

- Have the capacity to work and communicate under time constraints in an international diplomatic and multilingual environment. Intercultural sensitivity skills are required.
- Have the ability to work in teamwork, 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) in English is required, with French or other relevant languages being an additional asset.

D. Personal Qualities

- Be dynamic. Motivated and flexible personality. 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-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 enroll the children in an European School Type I)² and costs related to the

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

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

