



VACANCY NOTICE FOR A POST OF SECONDED NATIONAL EXPERT

DG – Directorate – Unit	ECHO-A-4
Post number in sysper:	302988
Contact person:	Marco Panigalli (marco.panigalli@ec.europa.eu)
Provisional starting date:	1 st quarter 2025
Initial duration:	2 years
Place of secondment:	<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: 17-12-2024

Entity Presentation (We are)

Unit ECHO.A.4 is responsible for the development and management of the response capabilities available to the Union Civil Protection Mechanism, and for ensuring that these capabilities and expertise are available and fit for UCPM response operations. It develops and manages the rescEU assets, created as a safety net, and ensures the further operational development of the European Civil Protection Pool (ECP), including the identification of new types of capabilities and the development of quality and interoperability standards.

The Unit also coordinates and manages the UCPM's training, exercises and Exchange of Experts programmes, implemented under the Union Civil Protection Knowledge Network's Capacity Development Pillar. It also closely cooperates on UCPM emergency response operations, providing support and assessments

Job Presentation (We propose)

We propose a post in a team that is responsible for the development and management of the response capabilities available to the Union Civil Protection Mechanism, and for ensuring that these capabilities and expertise are available and fit for UCPM response operations.

In particular, the jobholder will contribute to the further operational development of UCPM response capabilities under the European Civil Protection Pool (ECPP, the Pool) and rescEU.

S/he will share responsibility for the implementation of the certification process for modules and other response capacities committed to the Pool by the Member and UCPM Participating States. In that framework s/he will act as a certifier (for which travel to Member States and UCPM Participating States is required) and contribute to further developing processes with a view to 1) strengthening the Pool quality assurance process, and 2) integrating Pool capacities into the overall European emergency preparedness and response. This role includes cooperation/contacts with Member States and UCPM Participating States, other Commission services and/or relevant international organisations (i.e. WHO, OCHA).

The tasks also include ensuring that the documentation and reporting for registration and certification are completed consistently, contributing to drafting background papers and presentations, briefings, and correspondence and supporting the relevant expert group meetings.

Alternatively, or as necessary, depending on the operational priorities, the jobholder could be tasked to contribute to the development and management of rescEU assets, the EU strategic reserve of capabilities created as a safety net. To that end, the jobholder would contribute to further developing rescEU capacities and the related operational procedures. This will include contacts with other Commission services and/ or the European External Action Service.

Due to the nature of DG ECHO's mandate, the DG must be able to respond rapidly in times of crisis. A flexible approach will be expected from the jobholder in relation to his/her responsibilities. The jobholder will be requested to travel regularly.

Jobholder Profile (We look for)

We are looking for a candidate with a strong Civil Protection /Disaster Management background, preferably with operational experience in the coordination of international assistance. The seconded national expert should have a good understanding of standards and interoperability requirements for disaster response capacities and be familiar with the

Union Civil Protection Mechanism and its preparedness system which includes the Pool and the rescEU strategic reserve. A background in TAST (Technical Assistance and Support Team) or in information management, or expertise on any of the main risks faced in Europe would be a clear advantage. Past participation in Union Civil Protection training courses and civil protection exercises would also be an asset.

The candidate should be able to quickly grasp new subjects linked to a wider policy context and be able to explain technical issues clearly to decision-makers. Project management experience is an advantage.

S/he should have good organisational skills and enjoy working in an independent manner but as part of a team.

Language(s) necessary for the performance of duties:

A thorough knowledge of English is necessary, including excellent drafting skills. Knowledge of French and other EU languages is an 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)