

EEAS Vacancy Notice

Seconded National Expert in SECDEFPOL.DMD – Security and Defence Policy

Policy Officer on Hybrid threats – SECDEFPOL.2

COST-FREE

AD level post

Job No 425720

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.

The newly created Hybrid Threats and Cyber Division (SECDEFPOL.2) leads on and coordinates the EU's efforts to address external security threats in the fields of hybrid and cyber threats, in particular through the development and operationalisation of policies, operational tools and international engagement, fulfilling the EU level of ambition, as expressed in the Strategic Compass of 2022. This includes efforts to promote international peace and security as well as democratic values, including in negotiations in the United Nations and other international fora, and to deter and respond to external threats of hybrid and cyber nature by using the EU's Hybrid and Cyber Diplomacy Toolboxes, as well as cyber defence instruments. Furthermore, the Division undertakes active dialogue, cooperation and coordination with EU Member States, relevant EU institutions, bodies and agencies, third countries, the multi-stakeholder community, as well as international and regional organisations, such as the OSCE, OAS, AU and ASEAN. It seeks to enhance the EU-NATO cooperation in countering hybrid and cyber threats and in the field of resilience, in particular with regard to realising synergies between both organisations on their respective cyber defence policies. The Division also actively engages with external partners to assess their needs and to identify capacity-building opportunities, including through CSDP engagement. The Division moreover actively increases in-house and the EU Member States' awareness of and capacity to react to hybrid and cyber threats, e.g. through practical exercises, training and networks.

We propose:

The post of a "cost-free" Seconded National Expert on the position of Policy officer – Hybrid threats in SECDEFPOL.2/Hybrid threats sector.

Functions and Duties:

The Policy Officer will join the Hybrid Threats and Cyber Division, Hybrid Threats Sector, to implement activities of the Sector under the guidance and supervision of the Head of Division in order to support the EEAS in the elaboration and further development of EU policies and activities in the area of security and defence, in particular in the area of countering hybrid threats. She/he will contribute to step-up the EEAS' efforts, capacities, and to further strengthen the way the EU brings together its expertise and instruments on countering hybrid threats. She/he will work in a friendly and dynamic environment of a newly created division, in close synergy with Member States and Commission services.

Under the functional authority of the Head of the Hybrid Threats and Cyber Division and as part of the Hybrid threats sector, the Policy Officer will perform the following main functions and duties:

- Support the EEAS policy and concept development, in line with the Joint Framework for Countering Hybrid Threats (2016), the Joint Communication on Increasing Resilience and Bolstering Capabilities to Address Hybrid Threats (2018), the Security Union Strategy (2020) and the Strategic Compass for Security and Defence (2022), in close cooperation with the relevant EEAS and other EU services and institutions, Member States and international organisations, as appropriate;
- Draft reports, notes, papers and briefings related to countering hybrid threats, represent the EEAS at workshops, conferences and meetings and provide presentations related to countering hybrid threats;
- Monitor international trends and policy developments at national level in Member States and third states in the area of hybrid threats;
- Contribute to developing awareness and capacities within the EEAS and the Commission services on hybrid threats;
- Conduct activities with stakeholders, including the European Centre of Excellence for Countering Hybrid Threats (Hybrid CoE), in line with the EU's observer status;
- Establish and maintain regular contacts and exchanges with other EU institutions, bodies and agencies, Member States, as well as with third countries, international organisations and multilateral forums, research institutions and the academic community at large in the area of hybrid threats and strengthening resilience.
- Seek and reinforce synergies between the cyber and the hybrid agendas.

We are looking for:

- dynamic, proactive and motivated candidate with strong analytical and diplomatic skills and a good understanding of the EU policy and decision-making procedures, as well as understanding of the EU inter-institutional relations in addition to relevant experience on the EU policy on countering hybrid threats;
- good team player with excellent inter-personal and communication skills and a flexible attitude with regard to quickly changing agenda;
- self-motivated person interested in constantly improving her/his skills through continuous learning.

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 five years of 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 Union¹ or, where justified in the interests of the service, professional training of an equivalent level²;

c) Have a thorough knowledge of one Union language and a satisfactory knowledge of a second language for the performance of her/his 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.

Selection criteria:

A. Qualifications and experience required

- university diploma in law, political science, economy, engineering, business administration or any other relevant field;
- at least five years of relevant professional experience;
- have experience and knowledge of CFSP and CSDP-related issues, in particular in the area of hybrid threats;
- sound knowledge of EU countering hybrid threats political framework and global security issues and understand the linkages with other related sectoral developments;
- professional experience in multinational organisations;
- experience of working in an Embassy, a Delegation (or equivalent in an international organisation);
- experience and/or knowledge of cyber security issues would be considered strong assets.

B. Skills required

- excellent ability to maintain diplomatic relations and to ensure representation, communication in an international diplomatic and multilingual environment;
- excellent capacity to create constructive working relations with national authorities, international organisations and EU Member States;
- strong drafting, communication and analytical skills combined with sound judgement;
- excellent knowledge of external relations, internal policies and functioning of the Union;

¹ Regulation (EEC, Euratom, ECSC) No 259/68 of the Council of 29 February 1968 (OJ L 56, 4.3.1968, p.1) and successive amendments.

² 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>

- strong inter-personal and networking skills, given the importance of building relationships of trust with a wide range of EEAS and Commission colleagues, as well as Member States' representatives and external players;
- excellent organisational skills, the ability to work under pressure and with tight deadlines and to manage multiple tasks and unexpected demands;
- good computer skills are essential, notably in word processing, presentations software, Internet / Intranet and email systems.

C. Languages

- thorough knowledge of one EU working language and satisfactory knowledge of another one are required; in practical terms, in order to perform required duties, that means an excellent command of written and spoken English, in particular good report-writing skills; good knowledge of written and spoken French would be an asset.

D. Personal Qualities

- have the ability to remain objective and resistant in complex and crisis scenarios and to display cultural and political sensitivity and sound judgement;
- maintain the highest standards of personal integrity, impartiality and self-discipline. The expert must exercise the greatest discretion with regard to all facts and information coming to his/her knowledge in the performance of his/her duties;
- possess dynamic motivated and flexible personality;
- have the ability to work professionally as a member of the division, in mixed-composition task forces and working groups, in an interesting but challenging environment;
- be able to adapt quickly to new situations and deal with new challenges.

National security clearance at SECRET UE level needs to be obtained from the competent authorities before secondment to the European External Action Service. It must be valid for the entire period of secondment. In its absence, the EEAS reserves the right to refuse the secondment as a national expert.

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-CSDP@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

Cost-free SNEs shall remain in the service of their employer throughout the period of secondment and shall continue to be paid by that employer.

Duration of the secondment: Initial period up to two years, renewable up to four years.

The EEAS will cover:

- costs of professional travels (missions) incurred by the SNE posted in the EEAS HQ;
- accident insurance 24/7 for SNE (not family members).

Other costs such as removal costs, allowances, salary, insurance, schooling (other than the European School fee), etc. shall not be covered by the EEAS.

Vacancy available from: 1/09/2023

Place of secondment: Brussels, Belgium

For further information, please contact:

Administrative questions: SNE-CSDP@eeas.europa.eu

Selection and profile related questions: Ms. Katariina Leinonen, Acting Head of Division, Tel: +32 (0) 460 84 2325

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