

EEAS Vacancy Notice

Seconded National Expert in the Directorate for Middle East and North Africa (MENA)

Policy Officer Morocco, Maghreb Division (MENA.3)

COST-FREE

AD level post

Job No 290011

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 for Morocco.

The successful candidate will join the Maghreb Division (MENA.3). Within the Middle East and North Africa (MENA) Directorate, MENA.3 is responsible for relations with the Maghreb countries (Morocco, Algeria, Tunisia, and Libya). Morocco plays a key role in the wider region.

Functions and Duties:

Under the authority of the Head of Division of MENA.3, the Seconded National Expert is expected to perform the following tasks:

- To contribute to the definition and implementation of EU policies affecting relations with Morocco on the basis of the EU-Morocco Association Agreement and relevant policy and legal frameworks.
- To monitor, analyse and follow-up on Morocco's domestic and foreign policies, taking into consideration the regional context;
- To support and, as appropriate, organise technical meetings and bilateral dialogues in the framework of the Association Agreement in close coordination with other EEAS services and the European Commission.
- To ensure effective coordination and liaison with the EU Delegation to Morocco;
- To ensure effective coordination with other EEAS departments, relevant Commission Directorates-General, the Council General Secretariat, liaise with EU member States (notably through the Maghreb-Mashreq Working Group/MaMa) and the European Parliament.
- To develop and maintain contacts at working level with other stakeholders: other EU institutions, diplomatic missions (notably the Moroccan Mission to the EU), Member States, civil society, and international organizations;

- To draft and contribute to briefings, speeches, statements, correspondence, and other communications concerning EU-Morocco political cooperation, notably in the context of high-level visits;
- To contribute to the programming of EU financial assistance.
- To contribute to the overall EEAS policies as appropriate, focusing on matters related to Morocco;
- To contribute to other tasks within the division as required.

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 Middle East and North Africa (MENA) Directorate. 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

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>

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:

Candidates should:

A. Professional knowledge

- Have a professional experience of at least three years, preferably in the field of external relations
- Have an excellent ability to maintain diplomatic relations and to ensure representation and communication in a complex, multicultural environment;
- Have good working knowledge of the EU institutions and instruments in the area of external policy.

Furthermore

- experience of working in an Embassy, an EU Delegation or the equivalent in an international organisation);
- experience of working in a team in multi-disciplinary and multi-cultural environment;
- experience of negotiations, and
- experience in the region

would be considered as strong assets.

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B. Skills

- Have the capacity to work and communicate under time constraints in an international and multilingual environment. Diplomatic finesse, intercultural sensitivity and a pragmatic, problem-solving attitude are required skills.
- Have the ability to work in team and experience in coordinating with a high number of different actors.
- Have excellent communication and in particular drafting skills in both French and English.

C. Languages

- Excellent command of both French and English, orally and in writing (French is the working language for relations with Morocco and three of the four countries covered by the Division) is required for the position. Knowledge of Arabic would be a strong asset.

D. Personal Qualities

- Be dynamic, motivated, resilient, flexible, and work in a true team spirit. Able to adapt quickly to fluid situations and deal with new challenges.

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 enrol the children in an European School Type I)[1] and costs related to the 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, estimated at approximately EUR 18,000 per year and per child) from the Seconded National Expert concerned on a yearly basis. For further information, please contact RM-01-COORDINATION@eeas.europa.eu

Duration of the secondment: **2 years, renewable up to 4 years in total**

Vacancy available from: 1 September 2024

Place of secondment: Brussels, Belgium

For further information, please contact:

SNE-HQ@eeas.europa.eu

