

EEAS Vacancy Notice

Seconded National Expert in the Directorate for Asia and Pacific (ASIAPAC) Desk Officer, Afghanistan and Pakistan Division (ASIAPAC.2)

COST-FREE

AD level post

Job No 390635

We are:

The European External Action Service (EEAS) supports the High Representative in the exercise of her 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 her capacity as Vice-President of the Commission with regard to her 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 as Desk Officer for Afghanistan within the AsiaPac.2 Division of the EEAS. The post offers a highly substantive policy role at the heart of the EU's engagement on Afghanistan, under the instructions of the Head of Division for Afghanistan and Pakistan and the EU Special Envoy for Afghanistan.

The successful candidate will support a dialogue-oriented political initiative linked to the EU's broader efforts on Afghanistan, ensuring coherence between policy objectives and operational implementation. The role combines political analysis, coordination, and liaison functions within a complex institutional and international environment.

The SNE will cooperate closely with EU Member States, the European Parliament, the European Commission, and international partners. The post offers a dynamic inter-institutional working environment and meaningful exposure to EU external action.

Functions and Duties:

Under the authority of the Head of Division ASIAPAC.2 and the EU Special Envoy for Afghanistan, the Seconded National Expert is expected to perform the following tasks:

- Act as a focal point within the EEAS for an intra-Afghan dialogue-related mechanism, coordinating internal inputs and liaising with relevant EU services and senior representatives;
- Support the operational implementation of the initiative in line with EU and departmental priorities;
- Contribute to the work of senior EEAS leadership, EU services, and EU representations engaged on Afghanistan;
- Maintain regular contact with implementing partners and participating in relevant meetings and exchanges;
- Monitor, analyse, and report on political, societal, and regional developments relevant to Afghanistan, including civil society dynamics and international engagement;

- Ensure information flow within the EEAS and facilitating informed engagement with dialogue and policy processes;
- Contribute to broader EU policy work on Afghanistan, with particular attention to inclusive and dialogue-based approaches;
- Draft inputs for briefings, statements, high-level engagements, and other policy-related materials; and
- Support additional tasks within the team, including thematic or cross-cutting work as required.

We are looking for:

The European External Action Service (EEAS) is seeking a dynamic, proactive and highly motivated colleague with strong analytical skills and solid policy experience skills to occupy the post of Seconded National Expert (SNE).

The successful candidate should demonstrate an established network and proven experience working in and with Afghanistan, particularly with civil society actors, as well as experience in running inclusive dialogue initiatives. They should possess strong analytical and drafting skills, with the ability to translate complex political developments into concise policy analysis and recommendations, and the ability to work in a structured, reliable, and solution-oriented manner under time pressure. Experience in coordinating with multiple stakeholders, including national administrations, EU institutions, and international partners, is essential, alongside well-developed communication and networking skills for effective cooperation in a multicultural environment. A high degree of initiative, flexibility, professional judgement, discretion, and respect for institutional frameworks is required.

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;

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>

- 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. Professional Knowledge

- At least three years experience in a similar position and in areas relevant to the job content;
- An established network of contacts and proven experience working in and with Afghanistan, in particular with civil society actors;
- Proven experience in leading and facilitating inclusive dialogue initiatives;
- A relevant background in international relations, multilateral fora, and conflict or post-conflict contexts;
- Sound knowledge of EU institutions, institutional relations with EU Member States, EU decision-making processes, and EU external action and related policies;
- Excellent command of English, including the ability to draft, edit, and produce high-quality analytical and policy-oriented reports.

B. Skills

- Strong analytical, drafting, and reporting skills, including the ability to translate complex political developments into concise, policy-relevant analysis and recommendations;
- Proven ability to work in a structured, reliable, and solution-oriented manner, including under significant time pressure;
- Ability to work effectively in an international, diplomatic, and multilingual environment, with a high degree of intercultural awareness and sensitivity;
- Strong teamwork, coordination, and stakeholder-management skills, including experience working with national administrations, EU institutions, and international partners;
- Well-developed communication and networking skills, enabling effective cooperation in multicultural settings.

C. Languages

- A thorough command of English, both written and spoken, is required;
- Knowledge of French, Dari, and/or Pashto is an asset.

D. Personal Qualities

- High levels of motivation, initiative, flexibility, and professional commitment;
- Ability to adapt rapidly to new tasks, evolving priorities, and challenging political contexts, including readiness to undertake missions to Afghanistan and the wider region when required;
- Strong professional judgement, discretion, resilience, and respect for institutional frameworks.

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 with equal opportunities as 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: Immediately

Place of secondment: Brussels, Belgium

For further information, please contact:

SNE-HQ@eeas.europa.eu

