

## EEAS Vacancy Notice

### Seconded National Expert in the MD.POL.AFRICA

**Policy Officer - Relations with the African Union and with the Organisation of African Caribbean and Pacific States (OACPS), programming/Multiannual Financial Framework in the Pan-African Affairs Division (POL.AFRICA.1)**

**COST-FREE**

**AD level post**

**Job No 357719**

#### **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 Policy Officer for relations with the African Union (AU) and with the Organisation of African Caribbean and Pacific States (OACPS), programming/Multiannual Financial Framework in the Division for Pan-African Affairs (POL.AFRICA.1).

The successful candidate will join the team working on EU-AU relations; Peace, Security and Governance; Migration and Mobility; Multi-lateral Affairs (China, Russia, US, Japan, Gulf states, India and UK with Africa)

#### Functions and Duties:

Under the authority of the Head of the Head of Division and the responsible team leader, the Seconded National Expert is expected to perform the following tasks:

- Contribute to and coordinate within the Africa Directorate the strategic thinking as well as policy development and implementation regarding then EU's relations with the African Union and its Member States; with a specific focus on supporting the implementation of the EU's policy on Critical Raw Materials (CRM) focusing on diversifying supply chains, reducing strategic dependencies on single third countries, and fostering sustainable, mutually beneficial partnerships with African partners in close coordination with EEAS and Commission competent services.
- Developing narratives and communication products tailor-made for the African continent and key African stakeholders (governments, AU institutions/bodies, RECs, civil society, youth) focusing i.a. on the results of EU-Africa cooperation and joint EU-Africa solutions to common global challenges working closely with colleagues in the MD POL.AFRICA, MD GII.GLOBAL, GII.GLOBAL.STRAT, Spokesperson's office, , EUDELS, Commission services and EU MS.
- Contribute to the preparation and organisation of Summits, Ministerial and other meetings, dialogues, missions and visits, and to the follow up and implementation of meeting outcomes, liaising with all concerned institutions and other relevant stakeholders.

- Provide support, when requested by the Head of Division, on other Africa policy files managed by the Division (peace and security issues, human rights and good governance, youth, migration etc.).

### **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 MD Africa. 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.<sup>1</sup>;
- 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.

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<sup>1</sup> 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**

- Experience of at least 3 years in the above mentioned areas at institutional level, including analysis and reporting; experience of working in an Embassy, a Delegation (or equivalent in an international organisation); knowledge of EU institutions, related decisional processes, CFSP-CSDP, EU external action, including development cooperation, economics and trade, and related EU external policies (geographic and thematic); of geographic area in question and relevant regional and continental integration processes.
- Proven reporting and analysis capacity.
- Experience in CRM issues would be an asset.

#### **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 French and English is required.

#### **D. Personal Qualities**

- Be dynamic. Motivated and flexible personality. Able to adapt quickly to new 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](mailto: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) from the Seconded National Expert concerned on a yearly basis. For further information, please contact [RM-01-COORDINATION@eeas.europa.eu](mailto:RM-01-COORDINATION@eeas.europa.eu)

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

**Vacancy available from: 1 August 2026**

**Place of secondment: Brussels, Belgium**

**For further information, please contact:**

[SNE-HQ@eeas.europa.eu](mailto:SNE-HQ@eeas.europa.eu)

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