

EEAS Vacancy Notice

COST-FREE Seconded National Expert

In Brazil

AD level post

Job No 519078

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 regarding 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 position of Seconded National Expert working in the Political, Press and Information (PPI) section of the EU Delegation to Brazil.

Under the authority of the Head of Delegation and the Head of the Political, Press and Information section, he/she will support the work of the section in the areas of monitoring and reporting on relevant policy developments in Brazil, preparation and follow-up of EU-Brazil dialogues, design and implementation outreach and public diplomacy activities, support to the EU's active participation in high-level events taking place in Brazil and support to the organization and management of visits by EU VIPs or officials to Brazil and/or of Brazilian stakeholders to the EU. (S)He will be entrusted in particular with monitoring policy developments in the Brazilian Congress.

We are looking for:

The European External Action Service (EEAS) is seeking a highly motivated colleague (SNE) to occupy the post of Seconded National Expert (SNE) at the EU Delegation in Brazil. The expert will contribute to the work of the section in the following ways, among others:

- Reporting on the political, economic and social situation in the country, with particular attention to developments related to the ratification and the implementation of the EU-Mercosur Partnership Agreement (EMPA);
- Contributing to the preparation and follow-up of the EU's political and sectoral dialogues with Brazil, where appropriate in close coordination with the relevant sections in the Delegation;
- Under the supervision of the head of section, establishing contacts with relevant Ministries, Congress, sub-federal entities, civil society organisation and stakeholders, work closely with EU Member States embassies, embassies of like-minded countries and international and regional organisations and act in close cooperation with relevant operational services at Headquarters notably the EEAS and relevant Directorates-General of the European Commission. The successful applicant will in particular monitor relevant policy developments in the Brazilian Congress
- Contributing to the Delegation's outreach, public diplomacy, press and information activities, in particular regarding the implementation of the EU-Mercosur Partnership Agreement, in coordination with the relevant sections in the Delegation, including the organisation of awareness-raising events (seminars/webinars, discussions with partners, policymakers' roundtables, etc.);

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>

- Preparing and organizing high-level visits to Brazil, notably from the EEAS, the European Commission and the European Parliament, and supporting the organisation of visits of Brazilian policy-makers and other stakeholders to the EU.

Legal basis:

- This vacancy is to be filled in accordance with 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 Union¹ or, where justified in the interests of the service, professional training of an equivalent level.²
- 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** 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 they 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

- Possess a university diploma in law, political science, economy, or any other related experience relevant to the job;
- Have a professional experience of at least 3 years within an EU Member State diplomatic service or international organization;
- Knowledge of EU institutions, related decision-making processes, in particular familiarity with CFSP/CSDP, relevant EU external action and related EU external policies of a geographic or thematic area.

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- Some previous professional experience in Latin America, ideally in Brazil, would be a strong asset.

B. Skills

- Have the capacity to work and communicate under time constraints in an international diplomatic and multilingual environment.
- Have the capacity to work in a team, 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

- Have the ability to work in the languages of the CFSP.

A working knowledge of Portuguese would be an asset.

D. Personal Qualities

- 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 employees and applicants for employment. As an employer, 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 that 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-Delegations@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.

Duration of the secondment: Initial period of two years, renewable up to 4 years in total.

The EEAS will cover for certain security costs and missions costs incurred by the SNE posted in the EU Delegation. Other costs such as removal costs, salary, insurance, schooling, etc. shall not be covered by the EEAS.

Vacant available from: Immediately

For further information, please contact:

SNE-DELEGATIONS@eeas.europa.eu

