

EUROPEAN EXTERNAL ACTION SERVICE



Mr Stavros Lambrinidis
European Union Special Representative
for Human Rights

Advertisement for Seconded Staff Members

ANNEX 1

Organisation:	EUSR for Human Rights
Job Location:	Brussels, Belgium
Availability:	As soon as possible - running until June 30, 2014
Contract Regime:	Seconded
Job Titles/Vacancy Reference:	Political Adviser
Number of posts:	1 post
Deadline for applications:	January 15, 2013
Email address to send the CV:	EEAS-EUSR-HR@eeas.europa.eu
Additional information:	EEAS-EUSR-HR@eeas.europa.eu

The European External Action Service (EEAS) requests Member States and EU Institutions to consider seconding one Human Rights and Democracy Political Adviser for the team of the EUSR for Human Rights, according to the described requirements and profiles below:

A. Essential Requirements

Citizenship - Citizen of a Member State of the European Union (EU) and enjoying full rights as a citizen.

Integrity - The participants must maintain the highest standards of personal integrity, impartiality and self-discipline. Participants are not allowed to provide or discuss any information or document as a result of access to classified and/or sensitive information related to the mission or respective tasks and activities. The participants shall carry out their duties and act in the interests of the mission.

Physical and mental health - Physically fit and in good health without any physical or mental problems or substance dependency which can impair operational performance in the mission.

Negotiation Skills - The participants must have excellent negotiating skills and the ability to work professionally in a stressful and diverse environment. The ability to work in a demanding, deadline-driven environment and to establish and maintain effective working relationships with people of different national and cultural backgrounds is crucial.

Flexibility and adaptability - Be able to work in arduous conditions with a limited network of support. Strong interpersonal and communication skills required. Good networking abilities.

Ability to communicate effectively in English– The candidates must be fully fluent in written and oral English language. Report writing ability, analysis, drafting and editing skills are especially needed.

Computer Skills - Skills in word processing, spreadsheets and email systems are essential, as is knowledge of web social and political networking tools. Knowledge of other IT tools will be an asset.

B. Recommended Requirements or Experience

Diplomatic or EU official status - To facilitate free movement, credibility and access.

Knowledge of the EU Institutions - To have deep knowledge of the working methods of the EU Institutions and international standards, particularly related to the Common Foreign and Security Policy, with particular focus on EU Human Rights Policy.

International Experience - To have international experience relating to Human Rights, in particular relating to NGOs, Civil Society Organizations, Human Rights Defenders, the Media, Foreign Governments and International Multilateral and Regional Organizations.

Education and Professional Experience – To have a Masters degree preferably in political science, social sciences, international relations or law and at least four years of relevant professional experience (diplomacy, political, research, legislative experience, fieldwork and/or political analysis).

Topical Experience - To have strong familiarity with the political, historical and cultural contexts of Human Rights.

Language skills – In addition to English, excellent knowledge of French and other languages will be a distinct advantage.

Travel: This job requires extensive travel.

C. Essential Documents and Requirements for the Selected Candidates

Security Clearance required - To have or obtain a national security clearance at "EU SECRET" level or equivalent.

D. Job Description

Job Title	Political Adviser
Job Description	<p>Under the guidance of the EUSR, the Political Adviser will:</p> <ul style="list-style-type: none"> • Prepare briefings, speeches and articles for the EUSR, in close cooperation with the European External Action Service (EEAS) • Prepare, participate in, or convene and conduct relevant meetings on behalf of the EUSR and pursuant to the EUSR's mandate, per the EUSR's instructions • Provide political, diplomatic, and strategic advice, as necessary • Monitor the human rights, democracy and rule of law situation of third countries of particular interest for the EUSR in close cooperation with the EEAS and propose appropriate courses of action • Establish a sound working relationship with counterparts (in particular government stakeholders, human rights organisations and civil society) • Report and analyse on a wide range of political, economic, legal and security developments, with particular focus on human rights and gender developments, democracy and rule of law in third countries of particular interest for the EUSR • Collect and monitor daily press and internet clippings on HR • Manage the EUSR's presence in social media and the press, including the drafting of articles • Support democracy-building initiatives, in particular judicial reforms and transitional justice, the strengthening of media and of CSOs • Maintain close contact with EU MS, the European Commission and the European Parliament and hold regular meetings on human rights, democracy and rule of law to define common EU approaches as and when required in full complementarities with the EEAS work • Maintain close contact with international and regional organisations, notably with relevant UN organisations and Special Procedures, the Council of Europe and international, regional and local human rights organisations • Support the EUSR in travels to third countries to gather information, monitor and analyse human rights and democracy developments and liaise with partners. • Coordinate with the EEAS and its relevant departments to ensure coherence and consistency in the area of human rights • Perform other duties as and when required.
Qualifications and Experience	<ul style="list-style-type: none"> • Masters degree preferable in law, political science, international relations or social sciences and corresponding professional expertise in the field of human rights. • In-depth knowledge of the European Union's human rights policy, international human rights law (IHRL) and international humanitarian law (IHL). In-depth knowledge of international human rights standards and the international human rights systems and procedures. • At least four years of professional experience in a similar position in an international environment (diplomacy, politics, research, field work, legislative or political analysis). • Excellent command of English, including the ability to draft and edit reports. Knowledge of French and other languages a distinct asset. • Experience in monitoring and reporting on human rights