



Council of the European Union

General Secretariat

Directorate-General Administration

Directorate Human Resources and Personnel Administration

The Director

His/Her Excellency the Ambassador

Permanent Representative of the
Member States to the
European Union

(by e-mail)

Brussels, 11 December 2014

Subject: Secondment of two national experts to the General Secretariat of the Council:
- Counter-terrorism coordination
Ref.: END/6/2014 CTC

Dear Sir / Madam,

The fight against terrorism remains extremely high on the international and the EU agenda and the Council's workload on this important issue continues to increase. Now that the secondment of two of the national experts working in this area has come to an end, the General Secretariat of the Council needs to recruit two seconded national experts in order to assist and advise the EU Counter-Terrorism Coordinator on all aspects of EU counter-terrorism policy. One national expert will deal mainly with files related to foreign fighters, the second will deal mainly with files related to counter-terrorism aspects in third countries and regions.

The job descriptions are annexed hereto. The experts should take up their duties at the General Secretariat of the Council preferably by 1 March 2015. They will be offered a two-year contract, with the possibility of a two year extension.

The conditions of secondment, including allowances paid by the Council, are set out in the Council Decision of 5 December 2007 on the rules applicable to national experts on secondment to the General Secretariat of the Council (OJ L 327, 13.12.2007, repealing Decision 2003/479/EC). According to this Decision, the national expert has to be a citizen of an EU Member State.

Applications accompanied by a detailed curriculum vitae and a motivation letter must be submitted via the national administrations and must indicate the responsible national contact point for each candidate. They must be submitted by electronic mail not later than **21 January 2015** to the following address: **service.recrutement-END@consilium.europa.eu**.

The Counter-Terrorism Coordinator together with the Human Resources Directorate of the Council

The Counter-Terrorism Coordinator together with the Human Resources Directorate of the Council Secretariat will examine the applications received, decide which candidates to shortlist, and conduct the interviews.

The Appointing Authority shall decide on the engagement based on the outcome of the selection procedure. The General Secretariat of the Council may also decide to use the list of suitable candidates to cover possible future vacancies of the same profile.

If necessary, further information can be obtained from the Council Secretariat by contacting Ms Christiane Hoehn (tel. +32 2 281 5380, e-mail: christiane.hoehn@consilium.europa.eu).

Sincerely yours,

A handwritten signature in black ink, appearing to read 'C. D'Aniello', with a stylized, cursive script.

Cesira D'ANIELLO

Attachments

**Seconded National Expert for
the General Secretariat of the Council of the European Union**

- Counter-terrorism coordination -

Job description

(Ref.: END/6/2014 CTC)

A. Chief tasks and responsibilities

As adviser to the Coordinator, the expert will be called upon to:

- Under the authority of the CTC either be responsible in particular for CT aspects related to a number of third countries and regions (one END position) or be responsible in particular for the foreign fighters file (one END position)
- Identify areas for further CT cooperation within the EU and with third countries and contribute actively to setting up CT projects, both inside and outside the EU, provide substance, ideas and work with the EU institutions, Member States and other players on implementation.
- Continuously keep up-to date in an in-depth way, including by extensive reading, with a broad range of issues related to terrorism and maintain an overview of activities relevant to terrorism in the context of his/her files under discussion in all Council bodies and working parties, as well as of relevant developments at the Commission, the European External Action Service or the Parliament, including attendance at working parties as appropriate
- Attend meetings alongside the Coordinator, including in third countries, or - frequently - on his behalf. Replace the CTC and intervene on behalf of the CTC in the European and international context. Speak frequently in public.
- Draft quickly numerous policy papers, including for the Council, speeches and other written inputs.
- Prepare and advise the CTC on the technical and policy/political aspects of a broad range of complex files, evaluate implementation and identify areas for further progress.
- Move the files forward proactively, continuously and autonomously with the relevant actors and contribute with comments, input, new ideas.
- Liaise and coordinate closely with EU institutions, Member States, third countries, international organizations and think tanks.
- Facilitate close links between high level authorities dealing with CT in the home country and the CTC.

B. Qualifications/experience

Essential:

- Hold a university degree (masters degree required);
- Have experience working with security actors in the home country
- Excellent written and spoken English and a satisfactory knowledge of another official language of the European Union¹.

For the position related mainly to CT aspects in third countries/regions:

- Have experience in international relations.
- Have experience of policy-making relevant to the external aspects of security and counter-terrorism;

For the position related mainly to the foreign fighters file:

- Experience of policy-making relevant to the internal and external aspects of security and counter-terrorism;

Advantageous:

- Experience in a senior level position in the home country.
- Experience in working in an international environment
- Experience/knowledge of the workings of the EU in the field of security (internal and external)
- A good command of French.

C. Skills/abilities

- Willingness and capacity to work in a fast paced, demanding and politically sensitive environment with heavy workload.
- Ability to quickly master both the technical and political aspects of a broad variety of complex files in-depth and provide forward looking advice proactively
- Excellent drafting, communication (oral and written) and networking skills
- Strong sense of political judgment
- Result driven
- Strong sense of initiative, creativity, autonomy and responsibility.
- Readiness and availability to travel frequently within and outside the EU, including high risk countries
- Ability to work effectively as a team member;
- Discretion;
- Have EU SECRET level. Such clearance must be obtained by the candidate(s) from his/her relevant Authorities before his/her secondment at the General Secretariat of the Council. This clearance must be valid for the whole period of secondment. If not, the General Secretariat reserves the right to refuse the secondment as national expert.

D. General conditions

- Be a national of one of the Member States of the European Union and enjoy full rights as a citizen.

¹ The languages of the EU are: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, Irish, German, Greek, Hungarian, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish, Swedish.