

Chief Executive

TO:
DEFENCE POLICY DIRECTORS
NATIONAL ARMAMENTS DIRECTORS
CAPABILITY DIRECTORS
R&T DIRECTORS
HUMAN RESOURCE DIRECTORS
EDA CENTRAL POINTS OF CONTACT

Copy: Deputy Central PoCs
Brussels PoCs

Ref: EDA201606014/GM

Brussels, 28 June 2016

Dear Directors,

As you are aware, the revised SNE Rules await Council approval, pending the lifting of a scrutiny reserve placed by one Member State. Once approved, the revised Rules provide for the possibility of Member States (and indeed Third States with which the Agency has concluded an Administrative Arrangement) to second staff to EDA for a specific period, and at no cost to the Agency: i.e., cost-free SNEs.

We have conducted a review of the potential requirement for cost-free SNEs and identified three posts: one in the Capability Armaments & Technology Directorate (CAT); one in the Cooperation Planning & Support Directorate (CPS); and one in the Strategy & Policy Unit (SPU). The posts in CAT and CPS would be for three years with the possibility of an extension up to a maximum of two further years; and that in SPU for one year. Job descriptions are attached.

The post in CAT aims at supporting the development of collaborative ad-hoc projects for aircraft operated by several Member States through a user group approach. Currently initiated with C27J and C295 fleets, this approach is expected to be applied to other aircraft fleets in the future upon Member States' request.

The post in CPS provides an opportunity for those Member States particularly interested in developing contracted solutions for CSDP and national operations to support this important EDA work strand with knowledge and expertise.

The post in SPU is currently an intern provided by a Member State. This follows similar internships in 2009 and 2014. These have all been a success, and much appreciated by the Agency and sending Member State alike. Member States that will assume the EU Presidency within the next two to three years may find it particularly beneficial.

These secondments will give the opportunity to national experts to contribute to specific projects while gaining practical inside knowledge of the functioning of EDA and enlarging their networks of contacts.

Should you be interested in offering a member of your administration for one or more of the attached posts, now or in the future, you are invited to forward their profile/CV to me indicating when they would be available.



Yours sincerely,



Jorge Domecq

COST FREE SNE

CAPABILITY ARMAMENTS & TECHNOLOGY DIRECTORATE (CAT)

“PROJECT OFFICER AIR SYSTEM USER GROUP (PO ASUG)”

DURATION: 3 YEARS WITH POSSIBILITY OF 2-YEAR EXTENSION

MAIN TASKS

The PO Air System User Group Support is responsible for supporting Member States in their effort to develop a cooperative approach based on the operation and sustainment of similar aircraft types.

He/she is in charge of further developing existing work strands in the domains of logistic support and MRO for the C27J, C295 and MRTT user groups as well as identifying and developing new opportunities in the future. He/she provides proactive support to working groups and project teams, promotes the “User Group approach” among Member States, develops convincing business cases and provides advice to the hierarchy up to the Chief Executive in his/her logistic support and MRO domains of expertise.

Background and experience should allow him/her to articulate any other air related topic, mainly regarding fixed and rotary wing assets as well as related ground systems.

Under the direction of the Capability, Armament & Technology Director, the Project Officer Air System User Group is responsible in particular for:

- Assisting to implement the EDA’s 3 year planning framework in the air domain;
- Fostering defence cooperative activities among Member States in the air domain, in particular investigating collaborative opportunities in the User Group area;
- Coordinating all actions within EDA in relation to the aircraft User Group activity;
- Being the primary EDA point of contact for User Group activities related to the air domain, providing expertise both internally and externally;
- Following closely airlift activities conducted within the Unit;
- Carrying out other duties as directed.

All these activities require strong and effective coordination with a large variety of actors, like the participating Member States, the EUMC, the EUMS, other EU Council bodies, the European Commission, international organisations (EATC, EAG, NATO, NSPA, JAPCC, MCCE, OCCAR etc.) and industry as appropriate.

The job holder reports to the Head of the Air Domain Unit.

QUALIFICATIONS & EXPERIENCE REQUIRED

Conditions for Eligibility

- Be a national of a Member State participating in the Agency, who is a public sector official in one of these Member States;
- Be physically fit to perform his/her duties;
- Have a level of education which corresponds to completed university studies attested by a diploma;
- Have no personal interest (financial, family relationship, or other) which could be in conflict with disinterested discharge of his/her duties within the Agency;
- Hold a valid Personnel Security Clearance Certificate (national or EU at SECRET UE/EU SECRET level);
- Have a thorough knowledge of one of the official languages of the EU and satisfactory knowledge of another these languages;
- Excellent knowledge of English.

PERSONAL ATTRIBUTES

Professional

- A minimum of 10 years of active duties in military aviation
- A record of a military command of at least 2 years in an air unit in the logistic support and/or MRO domain
- A record of at least 2 years at HQ level in positions in direct relation to logistic or MRO policy and/or programs
- Thorough knowledge of existing European military aircraft fleets
- Excellent leadership and management skills with a proven ability to lead multinational teams
- Understanding of EDA's mission, structure and added value
- Good understanding of capability development
- Excellent knowledge of EDA's User Group approach
- Knowledge of the following entities: OCCAR, EAG, EATC, EUMS, JAPCC, NATO, NSPA and their role in the air domain
- Very good ability to use advanced IT tools at moderator's level.

Personal

- Ability to work in a team;
- Ability to prioritise and organise tasks;
- Track record of management experience (organisation of meetings, workshops, seminars);
- Conceptual and analytical skills;
- Motivation, flexibility and results-driven;
- Commitment to the Agency's missions and objectives.

Chief Executive

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COOPERATION PLANNING & SUPPORT DIRECTORATE (CPS)

OPERATIONS SUPPORT UNIT

DURATION: 3 YEARS WITH POSSIBILITY OF 2-YEAR EXTENSION

MAIN TASKS

- Promote the use in CSDP operations and missions of projects developed within the EDA framework and related internal expertise to improve value for money with a view to fulfilling the requirements of the end users.
- Provide ad-hoc contracting support and assistance to CSDP operations and missions and/or interested Member States as well as other EU bodies, institutions and agencies
- Support relevant EU bodies and/or interested Member States as well as other EU bodies, institutions and agencies in developing pre-missions contracted services solutions, in particular in the field of medical evacuation, medical treatment facilities and camp management/infrastructure.
- Liaison with EU institutions; and other stakeholders, notably ATHENA, EUMS, CSDP Operations and missions.

QUALIFICATIONS & EXPERIENCE REQUIRED

Conditions for Eligibility

- Be a national of a Member State participating in the Agency, who is a public sector official in one of these Member States;
- Be physically fit to perform his/her duties;
- Have a level of education which corresponds to completed university studies attested by a diploma;
- Have no personal interest (financial, family relationship, or other) which could be in conflict with disinterested discharge of his/her duties within the Agency;
- Hold, or be in a position to obtain, a valid Personnel Security Clearance Certificate (national or EU at CONFIDENTIAL UE/EU CONFIDENTIAL level);
- Have a thorough knowledge of one of the official languages of the EU and satisfactory knowledge of another these languages;
- Excellent knowledge of English.

PERSONAL ATTRIBUTES

Professional

- Knowledge of the EU generally, and CSDP specifically;
- Experience in logistics/contracted support for operations;
- Communication skills: excellent written and spoken English.

Personal

- Ability to work in a team;
- Ability to prioritise and organise tasks;
- Ability to take the initiative and work under pressure with minimal supervision;
- Motivation, flexibility and results-driven;
- Commitment to the Agency's missions and objectives.

COST FREE SNE

STRATEGY & POLICY UNIT (SPU)

DURATION: 12 MONTHS

MAIN TASKS

- Secretariat of the Steering Board.
- Secretariat of the Agency Management Board.
- Development of strategy and policy, including priorities, objectives, and timelines, in close cooperation with operational directorates.
- Coordination of 3-Year Planning Framework, in close cooperation with operational directorates.
- Support to CE & DCE, including analysis, briefings, speaking notes, speeches and reports of visits and/or meetings.
- Liaison with EU institutions; and other stakeholders, notably NATO.
- Relations with third parties.

QUALIFICATIONS & EXPERIENCE REQUIRED

Conditions for Eligibility

- Be a national of a Member State participating in the Agency, who is a public sector official in one of these Member States;
- Be physically fit to perform his/her duties;
- Have a level of education which corresponds to completed university studies attested by a diploma;
- Have no personal interest (financial, family relationship, or other) which could be in conflict with disinterested discharge of his/her duties within the Agency;
- Hold, or be in a position to obtain, a valid Personnel Security Clearance Certificate (national or EU at CONFIDENTIAL UE/EU CONFIDENTIAL level);
- Have a thorough knowledge of one of the official languages of the EU and satisfactory knowledge of another these languages;
- Excellent knowledge of English.

PERSONAL ATTRIBUTES

Professional

- Knowledge of the EU generally, and CSDP specifically;
- Knowledge of the international defence environment;
- Experience in defence/security strategy and/or policy;
- Communication skills: excellent written and spoken English.

Personal

- Ability to work in a team;
- Ability to prioritise and organise tasks;
- Ability to take the initiative and work under pressure with minimal supervision;
- Motivation, flexibility and results-driven;
- Commitment to the Agency's missions and objectives.