06 February 2018

ESDC JOB DESCRIPTION

IDENTIFICATION OF THE JOB   (24)

Job title: **Cyber Security Training Manager (cyber defence)**
Entity: European Security and Defence College (ESDC)
Function group and grade bracket: corresponding AD (seconded by a EU Member State)
Overall purpose: assist the Head of the ESDC in fulfilling his/her task

FUNCTIONS

Heading
- Lead on design and delivery of cyber defence ETEE initiatives and programmes for CSDP (FC 4)
- Lead on guidance and consultancy services (FC 5)

Planning
- Design and facilitate the delivery of cyber defence awareness raising initiatives and education programmes at the strategic and operational levels
- Design and facilitate the delivery of training programmes, focussing on cyber defence for CSDP missions and operations for both civilian and military personnel
- Promote and enable exercises in the field of cyber defence
- Plan the annual update of standard curricula and training needs
- Contribute to the training programme and conceptual documents
- Plan and implement ESDC courses with a focus on cyber security
- Establish cyber defence courses for specific audiences and requirements (e.g. missions and operations)
- Contribute to the functioning of the eLCIP Board configuration

Analysis and Evaluation
- Contribute to the Lessons Identified Process of the ESDC drawing on the expertise of the relevant services in the EU institutions and agencies
- Evaluate the relevant training activities and ensure that lessons identified are reflected in next courses
- Analyse different pedagogic approaches for new cyber defence courses and advice which one is the most appropriate and cost-effective
- Analyse the various EU and national level training activities in the field of cyber defence
- Support to the development of Standardised Curricula
- Provide input to the relevant reports (e.g. GAREA)

Project Management
- Facilitate the conduct of ESDC training activities in general and of specific training activities in the field of cyber defence
- Conduct, facilitate or acquire of-the-shelf horizon scanning, threat landscape and

technology watch activities and products
- Identify and possibly develop new tools in support of training, education and exercises
- Cooperate with other training providers in the field of cyber defence
- Contribute to the development of a dedicated platform for partner countries
- Develop training material for ESDC courses
- In the context of cyber defence, develop a project plan, manage the project stakeholders, project team, project risk and schedule
- Identify and possibly develop an eTool for knowledge capture and sharing
- Pilot and externally manage ETEE initiatives delivery teams acting upon request from EU member states, EU agencies and activated commands to deliver strategic level education and training activities

Coordination
- Establish close contacts to the Points of Contact of national and international training institutes
- Keep contact and closely co-operate with relevant services in the EU-institutions, the EEAS and EU agencies
- Support meetings and conferences of the ESDC
- Coordinate the work related to cyber defence
- Keep close contacts to other cyber defence training, education and exercise providers, both on national, European and international level

JOB REQUIREMENTS

Education and experience
- o University diploma, preferably in IT (or equivalent through experience);
- o Ten years work experience out of which five years professional experience in the field of cyber defence ETEE;
- o Alumni of at least one ESDC course would be an advantage.

Knowledge
- o Sound knowledge of computer systems and their application
- o In depth knowledge about risks and threats in the cyber domain

Languages
- o Thorough knowledge of one CSDP language (EN/FR) and satisfactory knowledge of the other one are required

Skills
- o Good computer skills are essential. Holder of the "European Computer Driving Licence" (ECDL) are preferred
- o Working in an international team and under time-pressure
- o Networking and communication skills

Security Status
- o EU Security Clearance to the level "SECRET"