

EUROPEAN DEFENCE AGENCY (EDA)

Vacancy notice

Directorate	Capability, Armament and Planning Directorate (CAP)
Vacancy title	Project Officer Maritime Capabilities
Contract type	Seconded National Expert
Group	N.A.
Grade	AD10/AD11
Indicative starting date	19/06/2021
Security Clearance	SECRET UE/EU SECRET
Management of staff	N.A.
Location	Brussels
Closing date for applications	30/10/2020

The selection of candidates will follow the EDA Staff Recruitment Procedure. Candidates must apply for this post via the EDA website <http://www.eda.europa.eu - vacancies>. Please note that to make an EDA on - line application you will need to create your EDA profile using a valid e - mail address and a password.

1. BACKGROUND

The European Defence Agency was established on 12 July 2004, and is governed by Council Decision (CFSP) 2015/1835 defining the statute, seat and operational rules of the European Defence Agency. The Agency has its headquarters in Brussels.

The main task of EDA is to support the Council and the Member States in their effort to improve the Union's defence capabilities in the field of crisis management and to sustain the Common Security and Defence Policy (CSDP) as it currently stands and as it develops in the future.

The Agency is structured into four directorates. The Corporate Services Directorate (CSD) and three operational directorates: Industry, Synergies and Enablers (ISE); Capability, Armament & Planning (CAP); Research, Technology and Innovation (RTI).

2. THE AGENCY'S WAY OF WORKING

The Agency is an "outward-facing" organisation, constantly interacting with its shareholders, the participating Member States, as well as with a wide range of stakeholders. It works in an integrated way, with multi-disciplinary teams representing all of the Agency's functional areas, to realise its objectives. Its business processes are flexible and oriented towards achieving results. Staff at all levels need to demonstrate the corresponding qualities of commitment, flexibility, innovation, and team-working; to work effectively with shareholders and stakeholder groups, formal and

informal; and to operate without the need for detailed direction.

3. THE CAPABILITY, ARMAMENT AND PLANNING DIRECTORATE (CAP)

The Capability, Armament & Planning Directorate (CAP) proposes collaborative opportunities in support of EU capability development priorities. The Directorate is responsible for capability development planning, based on analysis of military requirements conducted together with Member States within the Capability Development Plan (CDP).

The Directorate coordinates in-house the implementation of the Coordinated Annual Review on Defence (CARD), for which the Agency provides the secretariat, establishing a regularly updated overview of the European defence capability landscape.

The CAP Directorate implements EDA's secretariat functions to the Permanent Structured Cooperation (PESCO), together with the European External Action Service, including the EU Military Staff. Within the PESCO secretariat, the Directorate coordinates EDA's assessment of PESCO project proposals from the capability perspective, as well as the National Implementation Plans of PESCO participating Member States, and supports PESCO project implementation. Based on coordinating the results of CDP, CARD and PESCO, the Directorate plans and prepares activities tailored to Member States' needs. These activities span from advice and roadmaps to collaborative capability development projects, including the support to Member States in upstream EDIDP/EDF.

The CAP Directorate comprises six Units with the following key areas of activity:

- Air Domain Unit: Remotely Piloted Aircraft Systems, Air-to-Air Refueling, Airlift
- Cooperation Planning Unit: CDP, CARD, Defence Data
- Land and Logistics Unit: Land platforms, Counter-IED, Personnel Recovery, Military Mobility, Logistics, Medical Support
- Information Superiority Unit: Communication & Information Systems, Surveillance & Reconnaissance, Space, Cyber Defence
- Maritime Unit: Maritime Surveillance, Mine Counter Measures, naval training, harbor protection
- PESCO Unit: PESCO secretariat and support to project development

4. DUTIES

Under the supervision of the Head of Unit Maritime Domain, the jobholder will be responsible for to the following activities:

- support Member States by managing ongoing and future projects in the maritime domain notably associated to Naval Manoeuvrability (NM);
- generate collaborative capability development projects in accordance with the Strategic Context Case (SCC) Naval Manoeuvrability (NM) and assist participating Member States (pMS) in developing the related capabilities, including the harmonisation of capability requirements;
- keep the SCC NM updated and contribute to the regular update of the SCC Underwater Control (UWC);
- organise and conduct meetings notably of the Project Team (PT) Naval Manoeuvrability (NM) and possible other future working bodies associated to the maritime domain in order to:
 - contribute to generating collaborative capability development projects;
 - develop contributions to update the SCC, including by exploiting existing studies and launching new ones if need be;

- contribute with inputs to the capability development plan (CDP) consistent with Member States' requirements and determine the full range of possibilities to close identified shortfalls. This entails preparing the supporting documentation (inter alia food-for-thought papers and reports);
- analyse input from the Member States regarding the Collaborative Database and identify possible new areas for maritime capability development and armaments co-operation;
- support the Coordinated Annual Review on Defence (CARD) process in all its phases, including through the preparation of CARD bilateral visits in close cooperation with the Cooperation Planning Unit and using the findings to develop tailored advice and support to pMS requirements and to recalibrate conceptual documents (SCC);
- support the Permanent Structured Cooperation (PESCO) process through subject matter expertise, contributing to the assessment of National Implementation Plans (NIPs) as appropriate and, to the assessment of PESCO project proposals in close coordination with the PESCO Unit;
- contributing to the assessment of European Defence Industrial Development Programme (EDIDP) and European Defence Fund (EDF) related project proposals upon Member States' request;
- oversee the preparation phase of future programmes in the maritime domain related to Naval Manoeuvrability, including those related to hybrid warfare;
- develop and maintain the necessary links with a large variety of actors, such as the EU Military Committee, the EU Military Staff, other Council bodies, the European Commission (JRC, FRONTEX, EMSA, etc) and the participating Member States (Military Staff, Procurement Agencies, etc.);
- contribute to establish a network of naval experts;
- coordinate with relevant CapTech moderators on R&T activities in the maritime domain;
- support the EUMSS (European Maritime Security Strategy) and its Action Plan using Agency resources;
- take on additional tasks as required in the interest of the service.

Duties may evolve according to development of the EDA's structure and activities, and the decisions of EDA management.

5. CONDITIONS FOR SECONDMENT

In accordance with the Rules applicable to national experts and military staff on secondment to the European Defence Agency (2004/677/EC), Seconded National Experts are seconded to the Agency while remaining in the service of their national employer and continue being paid their national salary by that employer.

Therefore, in order to be considered in the selection process, candidates for SNE posts must be sponsored by their national authorities. Confirmation is required in the form of a letter of sponsorship addressed to the Agency as far as possible by the closing date for the receipt of applications and in any case before a decision is taken by EDA on the candidate to be selected for a secondment.

The Rules are available on the EDA website <http://www.eda.europa.eu> - vacancies.

To qualify for secondment to the Agency, experts shall:

- have worked for their employer on a permanent or contract basis for at least 12 months before their secondment;
- remain in the service of their employer throughout the period of secondment and continue to be paid by that employer;
- have at least three years' full-time experience in defence, administrative, scientific, technical, operational, advisory or supervisory functions relevant to the performance of the duties assigned to them. Before the

secondment, the employer shall supply the Agency with a statement of the expert's employment covering the previous 12 months;

- be nationals of a participating Member State or falling within the provisions of the second paragraph of Article 1 of Council Decision (EU) 2016/1352 of 4 August 2016;
- have a thorough knowledge of one official language of one of the participating Member States and a satisfactory knowledge of another of these languages for the performance of their duties.

6. SELECTION CRITERIA

A. Essential

(1) Professional

The candidate will be required to demonstrate that he/she has:

- knowledge of/experience in defence planning, capability development and preparation of projects/programmes;
- track record of delivering successful business outcomes in defence planning and defence capability development, including project management;
- knowledge in maritime capabilities (inter alia: war ship design, space, air, maritime and ground, manned and unmanned systems);
- experience as an active duty naval military officer;
- thorough understanding and experience of the challenges related to maritime activities of forces, including in crisis management operations;
- familiarity with the international defence and security environment (especially in a CSDP context, inter-agency aspects);
- graduate from a national or international Naval Academy;
- experience in working at higher Military Staff / HQs or Ministry of Defence level;
- competence necessary to propose and champion effective short-, medium and long-term capability solutions;
- a very good knowledge of written and spoken English.

(2) Personal

All staff must be able to fit into the Agency's way of working (see para. 2). Other attributes important for this post include:

- ability to work in a team, cross-unit and cross directorate as well as independently in his/her area of responsibility;
- ability to work effectively in a multinational environment;
- good leadership and organisational skills;
- results-orientation and strong motivation;
- flexibility and innovativeness;
- genuine commitment to the Agency's objectives;
- strong conceptual, compositional, interpersonal, and analytical skills.

B. Desirable

The following will be considered an advantage:

- hold a (recognized) Project Management qualification.

7. INDEPENDENCE AND DECLARATION OF INTEREST

The Project Officer Maritime Capabilities will be required to make a declaration of commitment to act independently in the Agency's interest and to make a declaration in relation to interests that might be considered prejudicial to his/her independence.

8. APPOINTMENT AND CONDITIONS OF EMPLOYMENT

The Project Officer Maritime Capabilities will be appointed by the Chief Executive.

Secondment will be as a member of the Seconded National Expert staff of the Agency for a three-year period.

Renewal is possible within the limits set out in the EDA SNE Rules. The successful candidates will be seconded at AD10/AD11 grade equivalent.

Applications are invited with a view to establish a reserve list for the post of Project Officer Maritime Capabilities at the EDA. This list will be valid until 31/12/2021, and may be extended by decision of the Chief Executive. During the validity of the reserve list, successful candidates may be offered a secondment in the EDA according to their competences in relation to the specific requirements of the vacant post. Inclusion on the reserve list does not imply any entitlement of secondment to the Agency.

9. EQUAL OPPORTUNITIES

The EDA is an equal opportunities employer and accepts applications without distinction on the grounds of age, race, political, philosophical or religious conviction, sex or sexual orientation and regardless of disabilities, marital status or family situation.

10. APPLICATION PROCEDURE

Candidates must submit their application electronically solely via the EDA website. Applications by any other means (hard copy or ordinary e-mail) will not be accepted. Applications must be submitted no later than midnight. Candidates are reminded that the on-line application system will not accept applications after midnight (Brussels time, GMT+1) on the date of the deadline.

When applying, candidates from Ministries of Defence or other governmental entities are encouraged to inform their national administration.

A selection panel will be appointed. Please note that the selection panel's internal proceedings are strictly confidential and that any contact with its members is forbidden. Each application will be screened based on the requirements of the job profile stated in the vacancy notice. The most suitable applicants will be called for an interview and a written test. If recruited, you will be requested to supply documentary evidence in support of the statements that you make for this application. Do not send any supporting or supplementary information until you have been asked to do so by the Agency.

Please note that once you have created your EDA profile, any correspondence regarding your application must be sent or received via your EDA profile. For any prior enquiry, please refer to the FAQ (Frequently asked questions) section, or send an e-mail to recruitment@eda.europa.eu.

11. DATA PROTECTION

Please note that EDA will not return applications to candidates. The personal information EDA requests from candidates will be processed in line with Regulation (EU) N° 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union

institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) 45/2001 and Decision No. 1247/2002/EC.

The purpose of processing personal data which candidates submit is to manage applications in view of possible pre-selection and recruitment at EDA. More information on personal data protection in relation to selection and recruitment can be found on the EDA website: <http://www.eda.europa.eu/jobs/dataprotection>