

EEAS Vacancy Notice

Seconded National Expert in the Directorate for Europe (EUROPE)

Policy Officer, Turkey/East Med Division (EUROPE.3)

COST-FREE

AD level post

Job No 226851

We are:

The European External Action Service (EEAS) supports the High Representative in the exercise of his mandate to conduct and implement an effective and coherent EU Common Foreign and Security Policy (CFSP), of representing the EU and of chairing the Foreign Affairs Council. It also supports the High Representative in his capacity as Vice-President of the Commission with regard to his responsibilities within the Commission in the external relations field including the coordination of other aspects of the EU's external action. The EEAS works in close cooperation with the General Secretariat of the Council, the services of the Commission and the Secretariat General of the European Parliament.

We propose:

The post of a “cost-free” Seconded National Expert on the position of a Policy Officer on security aspects of migration and human rights in particular as regards Turkey.

The successful candidate will contribute toward the definition, implementation and communication of EU policies concerning relations with Turkey:

a) By bringing specific knowledge and expertise on the whole range of the external and security aspects of the migration partnership of the EU with Turkey, including smuggling and trafficking as migration related aspects of CSDP, and, in the same context, by monitoring, analysing and reporting

- on overall developments in the Eastern Mediterranean migratory route, including relevant work of international organisations, EU Agencies and other international platforms,

- on domestic developments regarding the implementation of the March 2016 EU-Turkey Statement, including returns, readmissions and resettlements, the additional / alternative routes from Turkey, and the humanitarian and socioeconomic situation of refugees in Turkey, and

- on the funding for refugees and host communities in Turkey, including through the Facility for Refugees in Turkey and regional Trust Funds.

b) By monitoring, analyzing and reporting on domestic developments in the country and its region on promotion of human rights and fundamental freedoms, gender/diversity, judiciary reform, as well as on Turkey's relations and challenges with third partners from Eastern Europe and Asia, and regarding Common Foreign and Security Policy issues.

The successful candidate will join the Turkey/East Med Division. The Turkey/East Med Division handles general EU policy with Turkey, including in the Eastern Mediterranean. It follows policy developments and supports and advises the HR/VP as well other services of the EEAS on Turkey and relevant developments in the Eastern Mediterranean.

Functions and Duties:

Under the supervision of the Head of Division, the Policy Officer will bring specific contribution on the following areas of work:

Policy analysis and definition

- Analyse, follow up and give updates on the domestic developments in the country and its region as regards justice, home affairs and migration issues, in particular as regards the whole range of the external and security aspects of the migration partnership of the EU with Turkey, including smuggling and trafficking as migration related aspects of CSDP.
- In the same context, analyse, follow up and give updates on overall developments in the Eastern Mediterranean migratory route, including relevant work of international organisations, EU Agencies and other international platforms, on domestic developments regarding the implementation of the March 2016 EU-Turkey Statement, including returns, readmissions and resettlements, the additional / alternative routes from Turkey, and the humanitarian and socioeconomic situation of refugees in Turkey, and on the funding for refugees and host communities in Turkey, including through the Facility for Refugees in Turkey and regional Trust Funds.
- Analyse, follow up and give updates on the domestic developments in the country (human rights and fundamental freedoms, civil society, gender/diversity, judiciary,) as well as Turkey's relations and challenges in the region, with third partners from Eastern Europe and Asia and regarding Common Foreign and Security Policy issues.
- Prepare policy documents and reports for the HR/VP, keep EEAS management and other EU institutions (President of the European Council, President of the European Commission, Commissioners) as well as EU Member States informed about developments.
- Contribute to briefings/dossiers and draft speeches, statements, declarations etc. concerning developments in the fields above mentioned.
- Elaborate and contribute towards the definition of EU policies concerning political, bilateral and multilateral relations with Turkey, including the CFSP/CSDP aspects and in the context of the enlargement process.
- Closely follow policy developments in Member States as well as third states in relation to Turkey and its region.
- Monitor, evaluate and follow up bilateral and multilateral relations of Turkey, including the CFSP and security aspects of relations.
- Ensure general preparedness to replace colleagues, even at short notice, on the whole range of issues dealt with by the Turkey Division.

Institutional relations

- Represent, as appropriate, the EEAS at Council Working Parties and European Parliament committee meetings or at other inter-institutional and international meetings concerning Turkey.
- Organise and maintain relations, co-ordination and contacts with the other EU Institutions, notably the European Commission (DG NEAR, JUST, HOME, INTPA, ECHO; other Commission DGs as appropriate).
- Cooperate with Commission services in developing lines to take and briefing material, and in organising meetings, working visits etc. in order to ensure a coordinated policy approach.
- Handle and, as required, draft answers to oral and written questions of MEPs.

Information, communication, publications

- Cooperate with other EEAS and Commission services (EEAS Strategic Communications Division, DG NEAR Communications Unit) in developing of strategic messaging, including as regards migration flows, and ensuring delivery via EU Delegation in Ankara.

Representation and external coordination

- Maintain contacts with authorities of Turkey as well as with political parties, civil society groups, interest groups and relevant regional organisations.
- Liaise with the Brussels-based representatives relevant for the relations with Turkey.
- Maintain contacts with Member States in view of discussions on policy formulation, negotiating mandates and common positions, including Council Conclusions, in the Council.
- Assist in the preparation of EU-Turkey political dialogues, notably on Eastern Europe and Asia.

Coordination with horizontal services

- Co-ordinate activities of the division with other divisions in the EEAS, notably on migration, humanitarian issues, human rights and fundamental freedoms, civil society, gender/diversity, and where relevant with INTCEN, SECPOL, CMPD, CPCC and the Strategic Communication Division.

Inter-service co-ordination

- Co-ordinate with associated services in other EU institutions and contribute to the Inter-service Group meetings.
- Respond to inter-service consultations and other Commission procedures, notably on the annual country report.

We are looking for:

The European External Action Service (EEAS) is seeking a dynamic and highly motivated candidate with strong analytical and drafting and reporting skills to occupy the post of a Policy Officer on security aspects of migration and human rights related in particular to Turkey.

The candidate should have a good understanding of EU policy-making and decision-making processes, and an understanding of inter-institutional relations as well as have relevant experience in the proposed areas. The candidate will have to work and communicate under time constraints in an international and multicultural environment in close synergy with Member States and EU institutions.

Legal basis:

- This vacancy is to be filled in accordance with the EEAS Decision of the High Representative of the Union for Foreign Affairs and Security Policy HR DEC(2014) 01 of 04/02/2014 establishing the rules applicable to National Experts seconded to the European External Action Service.

Eligibility criteria:

Candidates must:

- a) Be drawn from public administrations in Member States, from international organisations or, only in exceptional cases and with prior authorisation from other sources;
- b) Have at least three years' full-time experience of administrative, scientific, technical, advisory or supervisory functions equivalent to those of function groups AD or AST as defined in the Staff Regulations of Officials of the European Union and the Conditions of Employment of other servants

of the Union or, where justified in the interests of the service, professional training of an equivalent level.¹;

- c) Have a thorough knowledge of one Union language and a satisfactory knowledge of a second language for the performance of his/her duties;
- d) Have a security clearance of minimum level **EU-SECRET/SECRET-UE** for the functions that he/she will carry out;
- e) Remain in the service of the employer throughout the period of secondment and shall be paid by that employer;
- f) Remain subject to the social security legislation applicable to the public administration, international administration or entity which employs the SNE and which will assume responsibility for expenses incurred abroad. In case of posting to an EU Delegation, the employer certifies that the SNE is covered for medical expenses incurred at the place of secondment, as well as costs of repatriation on health grounds throughout the full period of secondment;
- g) Ensure that there is no conflict of interest and that he/she will, at all times, safeguard the independence and coherence of EU foreign policy as well as the integrity and confidentiality of EU documentation, information and procedures.

Selection criteria:

Candidates should:

A. Education and training

- Have a University diploma in law, political science, international relations, economics or other relevant field.

B. Professional knowledge

- Have a professional experience of at least 3 years, in the abovementioned areas, including analysis and reporting; experience in third countries (embassy, international organization, NGO, etc.); knowledge/experience of EU institutions, related decision-making processes, CFSP-CSDP, JLS, EU external action and related EU external policies (geographical and thematic); knowledge/experience of Turkey and relevant regional integration processes.

C. Skills

- Have the capacity to work and communicate under time constraints in an international diplomatic and multilingual environment.
- Have the ability to work in teamwork, to coordinate and to communicate effectively.
- Have solid analytical capability as well as drafting and reporting skills. Rapid grasp of problems and capacity to identify issues and solutions.

D. Languages

- A thorough knowledge (capacity to write and speak) in English and a working-level knowledge of French is required. The ability to communicate in Turkish language would be an advantage.

E. Personal Qualities

- Be dynamic. Motivated and flexible personality. Able to adapt quickly to new situations and deal with new challenges.

¹ Staff Regulations of Officials (SR) and the Conditions of Employment of Other Servants of the European Union (CEOS). For reference, see: <https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1570023902133&uri=CELEX:01962R0031-20190101>

Equal opportunities

- The EEAS is committed to an equal opportunities policy for all its staff and applicants. The EEAS is committed to promoting gender equality and to preventing discrimination on any grounds. It actively welcomes applications from all qualified candidates from diverse backgrounds and from the broadest possible geographical basis amongst the EU Member States. We aim at a service which is truly representative of society, where each staff member feels respected, is able to give their best and can develop their full potential.
- Candidates with disabilities are invited to contact SNE-HQ@eeas.europa.eu in order to accommodate any special needs and provide assistance to ensure the possibility to pass the selection procedure in equality of opportunities with other candidates. If a candidate with a disability is selected for a vacant post, the EEAS is committed to providing reasonable accommodation in accordance with Art 1d.4 of the Staff Regulations.

Conditions of secondment

SNEs shall remain in the service of their employer throughout the period of secondment and shall continue to be paid by that employer.

Duration of the secondment: 2 years, renewable up to 4 years in total

Vacancy available from: Immediately

Place of secondment: Brussels, Belgium

For further information, please contact:

SNE-HQ@eeas.europa.eu
