

EEAS Vacancy Notice

Seconded National Expert in the Directorate for Europe & Central Asia

Policy Officer, Türkiye & East Med (EURCA.WEST.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 her 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 her capacity as Vice-President of the Commission with regard to her 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 position of a Policy Officer on, human rights, rule of law democracy in particular as regards Türkiye. The successful candidate will join the Türkiye & East Med Division, supporting EU policies towards Türkiye aimed at supporting Democracy, Rule of Law and Human Rights. To this end, the Policy Officer will, amongst other, contribute towards programming of bilateral support including development instruments aimed at Türkiye's alignment within the EU acquis on Fundamental Rights.

The Policy Officer shall engage closely with Turkish civil society, supporting the definition and implementation of Human Rights-oriented policies towards Türkiye. [The Türkiye/East Med Division] handles general EU policy with Türkiye and serves as an integral service in advising the development and implementation of policies and instruments to promote Human Rights, Rule of Law and Democracy in Türkiye,

The successful candidate will contribute toward the definition, implementation and communication of EU policies concerning relations with Türkiye in particular as concerns development of Human Rights, Rule of Law and Democracy.

A) By bringing specific knowledge and expertise on the whole range of the external and security aspects of Türkiye's domestic situation as pertains to Human Rights, Rule of Law and Democracy, including in relation to the rights-based approach to returns (safe, voluntary and dignified).

B) By monitoring, analysing and reporting on domestic developments in the country, supporting the EU's assessment of Türkiye's domestic human rights record and contributing towards the formulation of policy recommendations for Türkiye on Human Rights, Democracy and the Rule of Law set forward in the annual enlargement package and the Annual Report on Human Rights and Democracy. As such, the position will contribute towards the promotion of human rights and fundamental freedoms, gender/diversity, judiciary reform in Türkiye.

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, including the whole range of the external and security aspects, and in particular as regards the situation of human rights, democracy and the rule of law.
- 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, including the humanitarian and socioeconomic situation of refugees in Türkiye, the development of a rights-based approach to returns in alignment with the UN's guiding principles (voluntary, safe and dignified returns) and on the funding for refugees and host communities in Türkiye.
- Analyse, follow up and give updates on the domestic developments in the country (incl. human rights and fundamental freedoms, civil society, gender/diversity, judiciary) as well as Türkiye'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 Türkiye, 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 Türkiye and its region.
- Monitor, evaluate and follow up bilateral and multilateral relations of Türkiye, 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 Türkiye Division.

Institutional relations:

- Participate, as appropriate, in the EEAS at Council Working Parties and European Parliament committee meetings or at other inter-institutional and international meetings concerning Türkiye's domestic situation as pertains to Human Rights, Rule of Law and Democracy.
- Organise and maintain relations, co-ordination and contacts with the other EU Institutions, notably the European Commission (DG ENEST, 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 ENEST Communications Unit) in developing of strategic messaging, in particular as regards to EU support for Civil Society and Democracy, and ensuring delivery via EU Delegation in Ankara.

External coordination :

- Maintain contacts with authorities of Türkiye as well as with political parties, civil society groups, interest groups and relevant regional organisations in the areas of Human Rights, Democracy and the Rule of Law.
- Liaise with the Brussels-based representatives relevant for the EU relations with Türkiye.
- 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-Türkiye 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, rule of law 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 Policy Officer on, human rights, Rule of Law, Democracy in particular as regards Türkiye

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 Türkiye 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 with equal opportunities as 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.

Other expenses such as removal costs, allowances, salary, insurance, schooling (while the SNE maintains the right to enrol the children in an European School Type I)[1] and costs related to the enrolment to the Interinstitutional nurseries or the After-school centre managed by the early childhood centre of the European Commission shall not be covered by the EEAS. However, in case the SNE makes use of these two facilities for their dependent children, the EEAS shall recover any invoiced cost (including the institutional and the parental contribution) from the Seconded National Expert concerned on a yearly basis. For further information, please contact RM-01-COORDINATION@eeas.europa.eu

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

Vacancy available from: 16/08/2026

Place of secondment: Brussels, Belgium

For further information, please contact:

SNE-HQ@eeas.europa.eu

