

**FRA**

EUROPEAN UNION AGENCY FOR FUNDAMENTAL RIGHTS

**Call for Expressions of Interest for  
SECONDED NATIONAL EXPERTS  
Ref. SNE-FRA-2013- FJ1**

**JOB DESCRIPTION**

<b>Name of the Post:</b>	<b>SNE – Research and Data Analysis</b>
<b>Departments:</b>	<b>Freedoms and Justice Department</b>
<b>Location:</b>	<b>EU Agency for Fundamental Rights (FRA), Vienna</b>
<b>Suggested date for taking up duty:</b>	<b>As soon as possible</b>

The mission of the Freedoms and Justice Department of the EU Agency for Fundamental Rights (FRA) is to provide research and technical expertise in the following fields: privacy, data protection and information society; access to efficient and independent justice; asylum, immigration and integration of migrants, as well as visa and border control. In addition, the department hosts the Agency's statistics and surveys sector, which is responsible for oversight of survey work and statistical analysis undertaken by the Agency.

In order to report on the situation in the European Union regarding fundamental rights, the FRA undertakes both legal and social research through its two research departments – Freedoms and Justice, and Equality and Citizens Rights. The research outputs from the Agency provide an insight into the situation of fundamental rights in the EU's Member States, and offer conclusions and opinions in consideration of the findings.

**1. Secondment**

Seconded national experts are staff employed by a national, regional or public administration or IGO, who are seconded to the FRA so that it can use their expertise in a particular field. The secondment will be subject to an exchange of letters between the Director of the FRA and the permanent representation of the country of the national expert.

A seconded national expert remains in the service of his/her employer throughout the period of secondment and shall continue to be paid by that employer. The SNE shall be



**FRA**

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entitled to a daily and monthly subsistence allowance in line with EC Decision C(2008) 6866.<sup>1</sup>

The initial period of secondment will be for **one year**, renewable up to a maximum of four years in total. The place of secondment shall be Vienna, Austria, where the FRA has its seat.

## 2. Function and duties

Under the responsibility of the Head of Department, the successful candidate will assist in the work of the department in the following areas: access to justice and/or asylum, migration and borders. He/she will work closely with the Heads of Sector responsible for the Agency's work in these areas. In addition, the successful candidate will work in other areas related to the department's work where he/she has the relevant expertise and experience.

The function and duties of the post consist of:

- Analysis of legal and/or other research-based information and data collected by the FRA and different actors in the fields of access to justice and/or asylum, migration and borders; with a focus on EU law;
- Drafting legal and/or other analyses in the form of reports, as well as policy papers and briefing notes;
- Support in the production of both ad hoc and scheduled outputs (reports, opinions, etc.) by assisting, as required, with conceptualization, data analysis, scientific review and revision of legal and/or other research material;
- Organise and facilitate workshops, and other events relevant to the research activities of the department in the above fields.

## 3. General Requirements

Candidates for secondment MUST:

- **Have been employed on a permanent contract basis for at least 12 months before the secondment and shall remain employed throughout the period of secondment** by a national, regional or local public administration,<sup>2</sup> or a public intergovernmental organization (IGO) or an independent university or research organization that does not seek to make profit for redistribution;

<sup>1</sup> Rules on the Secondment of National Experts: [http://ec.europa.eu/civil\\_service/docs/regime\\_end\\_en.pdf](http://ec.europa.eu/civil_service/docs/regime_end_en.pdf)

<sup>2</sup> The public administration means all State administrative services at central, federal and regional level, comprising ministries, government and parliament services, the court, central banks, and the administrative services of local authorities, as well as the decentralised administrative services of the State and of such authorities.



**FRA**

EUROPEAN UNION AGENCY FOR FUNDAMENTAL RIGHTS

- Have a **university degree in the field relevant to the areas of work** described in this call, such as **law and/or the social sciences with a legal component**;
- Have at least **3 years of full-time experience of administrative, scientific, technical, advisory or supervisory functions gained after obtaining the relevant degree**, at a level equivalent to the post;
- Be **nationals of a EU Member State**;
- Have **thorough knowledge of one EU language**, and a **satisfactory knowledge of a second EU language**;

Advantageous Qualifications:

- Candidates should be able to demonstrate a proven ability to draft high quality analyses and policy papers;
- Excellent written English and the ability to summarize complex and technical information in layman's terms;
- Candidates should have knowledge and experience with respect to EU law;
- Proficiency in the use of various IT tools (Word, Excel, etc.);
- Excellent communication, organizational and interpersonal skills;
- A flexible approach to work with others that facilitates collaboration and teamwork.