

Seconded National Expert (cost-free)
at the European External Action Service (EEAS)
of the European Union
Civilian Planning and Conduct Capability (CPCC)
- Civilian Capabilities Expert -

Job description (job no. 227786)

A. Tasks

Under the authority of the Head of the Coordination Division of CPCC and as part of the Operational Capability Section, the Seconded National Expert is expected to perform the following tasks:

- Act as the CPCC focal point on work strands related to the Generic Civilian Capabilities.
- Act as the CPCC focal point on lessons processes and ensure that best practices are implemented while planning new missions and/or revising the mandate of existing ones.
- Contribute to the evaluation mechanisms of CSDP missions, including possible impact assessments best practice and contribute to maintaining related methodology.
- Ensure that work strands related to the implementation of the Comprehensive Approach is being taken into account by CPCC. In particular, the SNE is expected to act as a focal point on all issues related to the Capacity-Building in support of Security and Development initiatives.
- Help prepare and take part in discussions of working parties and committees concerned with the above areas, especially the Committee for Civilian Aspects of Crisis Management, the Political and Security Committee, Relex Counsellors, Coreper and Council, including through drafting notes or any other documents relating to the discussions.
- Maintain close contact with relevant services within the EEAS, notably geographical desks, the Military Staff, the Crisis Management Planning Department, as well as with the Commission for the purposes of assigned tasks.
- Maintain contact with international organisations (for example the UN, AU, OSCE, the Council of Europe and third countries, where relevant, for the purposes of assigned tasks).
- Contribute to crisis management exercises, trainings and other work related to best practice, improved operational guidance and standardisation as directed by the Head of Section.

B. Qualifications and Experience

- Have a University degree that is relevant for the post;
- Have at least 5 years of relevant and proven professional experience after having completed his/her studies;
- Have a good knowledge of the procedures of the EEAS and the General Secretariat of the Council as well as of the Commission's relevant services;
- Have a good knowledge of the European Union's external action mechanisms, in particular CSDP;
- Have a knowledge of civilian crisis management mechanisms;
- Have a good understanding of operational evaluation processes;
- Experience in the field would be an asset;

- Possess strong organisational skills and have relevant experience, including in management positions where possible;
- Have the ability to draft well in CFSP languages; knowledge of other languages would be an advantage;
- Have a good grasp of standard IT-tools.

C. Requirements/skills

- Ability to maintain objectivity in complex scenarios and to display sensitivity and sound judgement;
- Have strong organisational and managerial skills, sense of initiative and ability to work under pressure within short deadlines and to manage multiple tasks and unexpected demands;
- Have excellent interpersonal skills;
- Have ability to work in interdisciplinary and intercultural teams;
- To be prepared to travel on mission to current or potential crisis areas and to do so at short notice.
- To maintain the highest standards of personal integrity, impartiality and self-discipline. To exercise greatest discretion with regard to all facts and information coming to his/her knowledge in the course of or in connection with the performance of his/her duties;
- National security clearance at EU SECRET level. Such clearance needs to be obtained from the competent authorities before secondment to the EEAS. The validity of the clearance should cover the entire period of the secondment. In the absence thereof, the EEAS reserves the right to refuse the candidate's secondment as a national expert.

D. General conditions

- Be a national of one of the Member States of the European Union and enjoy full rights as a citizen.

**[For more information related to the selection, please contact Mr Frank Neisse,
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