

EEAS

NOTICE OF VACANCIES

For one post of

cost-free SECONDED NATIONAL EXPERT

in EUROPEAN UNION DELEGATIONS outside the EU

Central contact point for applications by e-mail:
Division EEAS.BA.HR.2 – SNE-DELEGATIONS@eeas.europa.eu

Vacant posts for job profile “Political Analysis and Reporting” /
Postes vacants pour le profil d’emploi «Analyse Politique et Reporting»

Delegation	N° post SYSPER2	Delegation section	Comments
VENEZUELA, Caracas	new	Political, Trade, Press & Information	Libre/Vacant

END/SNE – JOB DESCRIPTION

Job Framework

<u>Job Title:</u>	END/SNE – Political counsellor - EU external relations – Political Analysis –Conflict prevention and resolution.
<u>Job Location:</u>	Delegation of the European Union to VENEZUELA
<u>Job Number:</u>	
<u>Area of activity:</u>	Political Section
<u>Category:</u>	SNE
<u>Duration of secondment:</u>	2 years.

Job Content

Overall purpose: The main scope of the job is to analyse the challenges faced by Venezuela, with a view to identifying potential areas for projects financed from the EU's Instrument contributing to Stability and Peace (IcSP) in Venezuela, working with civil society, under the supervision of the Head of the EU Delegation (Venezuela) and the Head of the Political, Trade and Press Section.

Part of a small team overall (EUDEL is composed of 15 staff members), the job holder will support EEAS Headquarters and the EU Delegation with ongoing analysis of crisis/political contexts and, where appropriate, the associated identification/preparation of further IcSP actions in the country.

Functions and Duties:

Under the direct supervision of the Head of Delegation and/or the Head of Sector:

- Assist the EU Delegation in Venezuela and EEAS HQ with following developments in the country. This would include regular monitoring of political and security related developments;
- Assist the EU Delegation and EEAS HQ with analysis and the preparation of appropriate EU responses to the situation in the country;
- Support the EU Delegations' work in policy dialogues with relevant Government Ministries and Agencies in Venezuela, EU MS, the UN family and IFIs;
- Contribute towards establishing and maintaining contact with stakeholders as appropriate, under the guidance of the Head of Delegation and the Heads of Sections, pursue a policy dialogue with stakeholders in key areas/sectors.
- Advise and support EEAS crisis response planners with the identification and preparation/design of actions under the Instrument contributing to Stability and Peace actions in Venezuela.
- Help identify, draft and launch call for proposals, manage and monitor projects financed from the EU's Instrument contributing to Stability and Peace (IcSP);
- Contribute to the evaluation and selection of proposals/projects;
- Mapping of civil society actors working in areas relating to conflict prevention and establish the network of relations with those organisations for the EUDEL;
- Maintain contacts relevant for project planning and implementation with bilateral and multilateral donors in the host country

Job Requirements

Education and Training:

University diploma in law, political science, international relations, economy, business administration or any other related issue.

Knowledge and Experience:

Experience of at least 3 years in the above mentioned areas at institutional level, analysis and reporting; preferably in third countries (Embassy, International organization, NGO, etc.);

Knowledge of EU institutions, related decision-making processes, EU external relations and cooperation mechanisms (geographic and thematic);

Experience in conflict prevention or resolution,

Experience of working with civil society

Knowledge of the country or region is an asset but not a requirement

Awareness of the security, health, economic and social living conditions in Venezuela.

Skills

Linguistic skills:

Thorough knowledge (capacity to write and speak) in Spanish and English or French is required. English and notions of French are necessary to work with EEAS HQ.

Communication skills:

Capacity to work and communicate in an international diplomatic and multilingual environment.

Interpersonal skills:

Teamwork. Coordination skills. Ability to adapt one's communication according to interlocutors in a complex political environment.

Intellectual skills:

Solid analytical capability as well as drafting and reporting skills.
Rapid grasp of problems and capacity to identify issues and solutions.

Personal Qualities

Dynamic. Motivated and flexible personality. To adapt quickly to new situations and deal with new challenges. Prudent and discreet enough to deal with sensitive topics.