

March 2017

ESDC JOB DESCRIPTION

Identification Of The Job (11)

Job Title: **Training Manager (Military)**

Entity: European Security And Defence College (ESDC)

Function group and grade bracket: Corresponding AD (Cost-Free SNE by a EU Member State)

Overall purpose: development and running of a pilot advanced military training

FUNCTIONS

Heading

- Lead on the development of the curriculum and the organisation of a modular Advanced (Civilian-) Military Training Course as requested by the CEUMC and in close cooperation with the EUMS and EUMTG

Planning

- Draft and manage the training programme
- Develop, keep up-to-date and fine tune the programme in close co-operation with national and EU training providers
- Organise and evaluate the pilot course in close cooperation with the EUMS

Analysis and Evaluation

- Draw on the Training Requirements Analysis run by the EUMTG and on the expertise of the EUMS to develop
- Coordinate the initial development of a military Sectoral Qualification Framework for officers at the European level, based on the existing partial SQF developed under the European Initiative for the Exchange of Young Officers
- Evaluate the relevant training activities and ensure that lessons identified are reflected in next courses
- Support to the development of Standardised Curricula
- Provide ESDC input to the relevant reports (e.g. GAREA)

Project Management

- Facilitate the conduct of ESDC training activities in general and of specific training activities in support of CSDP missions and operations and capacity building
- Facilitate specific training activities in support of EU partnerships in the field of CSDP
- Contribute to the Internet performance and PR activities of the ESDC
- Support to the ENLIST and Schoolmaster/Goalkeeper applications
- Assist in further developing the ILIAS platform of the ESDC
- Develop training material for ESDC courses

Coordination

- Establish close contacts to the Points of Contact of national and international training institutes
- Keep contact and closely co-operate with relevant services in the EU-institutions, the EEAS and EU agencies
- Support meetings and conferences of the ESDC

JOB REQUIREMENTS

Education and experience

- Military rank (OF3 +) desired;
- University diploma desired;
- ten years work experience out of which five years professional experience in the field of training;
- Alumni of at least one ESDC course would be an advantage;

Knowledge

- Thorough knowledge of training and/or human resources management of military personnel
- Familiar with the European Qualification Framework and how to implement it
- Thorough knowledge of military crisis management and of planning processes in the field of CSDP training;
- Sound knowledge of EU history and structure including CFSP/CSDP development;

Languages

- thorough knowledge of one CSDP language (EN/FR) and satisfactory knowledge of the other one are required.

Skills

- Good computer skills are essential. Holder of the "European Computer Driving Licence" (ECDL) are preferred.
- Working in an international team and under time-pressure.
- Networking and communication skills.

Security Status

- EU Security Clearance to the level "SECRET"