

JOB DESCRIPTION - SNE
ISP.2.SEC2 (job no.303018)

I. IDENTIFICATION OF THE JOB

Type of post:	Seconded National Expert (cost-free)
Job title:	Mediation Adviser
Entity:	HQ, Directorate Integrated approach for Security and Peace (ISP), Division for Conflict Prevention and Mediation Support (ISP.2)
Specialised post:	Yes
Security clearance:	EU SECRET

II. TASKS

Under the authority of the Head of Division within the ISP.2 Division, and in cooperation with other Directorates concerned within the European External Action Service (EEAS), the expert will provide high-quality technical and operational support to EU officials engaged in peace processes and mediation contexts and in particular he/she will be responsible for the following duties:

- Advise the EEAS colleagues, EU Delegations, EUSRs, EU Special Envoys and others who are working on peace processes to enhance their involvement in peace processes and mediations;
- Assess and propose process design options to improve the effectiveness of mediation efforts supported by the EU;
- Identify and strengthen concrete EU added value to specific processes;
- Assist with the design and implementation of EU-financed dialogue and mediation initiatives led by implementing partners;
- Carry out training and capacity-building for EU officials and partners in mediation and related topics;
- Build and maintain wide professional networks inside the EU institutions as well as maintain close and constructive working relationships with key partners, such as the UN, other Regional Organisations, civil society, mediators, expert organisations, and academic institutions;
- Engage in short- to medium-term missions to conflict-affected countries in particular on the African continent such as Great Lakes, and Horn of Africa where the EU is engaged in conflict prevention, mediation or peace processes;
- Design and ensure the successful implementation of mediation support assignments, including drafting of Terms of References for experts, consultants and service providers;
- Ensure internal reporting, briefings, for effective coordination of mediation efforts.

Preventing violent conflict and preserving peace is at the heart of the EU's external action as set out by the Treaty (Article 21-2 (c)). In line with the objective to preserve peace and prevent conflict, Division ISP.2 is the lead service within the EEAS for a number of tools the EU deploys in situations of fragility and conflict. In particular ISP.2 is responsible for:

- Identifying countries at risk of instability and/or violent conflict through the EU conflict Early Warning System and horizon scanning.
- Ensuring that joint conflict analyses of countries that are at risk of or face conflict or instability and where the EU has an ongoing or planned significant engagement are systematically carried out and updated.
- Advising on conflict sensitivity of EU responses in fragile contexts.
- Promoting mediation and dialogue activities to support the EU's efforts to preserve

- peace at any stage of the conflict cycle.
- Managing external relations and policy development in conflict prevention and areas identified above.

III. QUALIFICATIONS AND EXPERIENCE REQUIRED

- Education and Training: University diploma or equivalent training in Diplomacy, Mediation, Conflict Resolution or any other related field. Mediation training a definitive plus
- Knowledge and Experience: At least 3 years of experience in the field of international mediation, mediation support and peace process. Knowledge of EU institutions, related decisional processes, EU external action and related EU external policies (geographic and thematic). Knowledge of EU foreign policy especially in mediation and conflict issues. Operational experience in mediation support a plus. Solid understanding of peace processes. Prior experience on the African continent would be an asset.

IV. CONDITIONS/ SKILLS REQUIRED

- Linguistic skills: Thorough knowledge (capacity to write and speak) in English and French is required.
- Communication skills: Capacity to work and communicate under time constraints in an international diplomatic, multilingual and multicultural environment. Capacity to communicate technical or specialised information and to advise senior members of staff and Mediators.
- Interpersonal skills: Teamwork. Excellent interpersonal communication skills.
- 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 that is able to work proactively and in teams within a multi-cultural environment. Must be willing to take short to medium term mission to conflict affected countries in particular in Africa.

V. GENERAL CONDITIONS

National experts must be nationals of one of the Member States of the European Union and enjoy full rights as citizens.

The EEAS applies an equal opportunities policy.