



EUROPEAN EXTERNAL ACTION SERVICE (EEAS)

Management positions

ROTATION 2020

The European External Action Service (EEAS) is looking for individuals for posts of Head of Delegation or Deputy Head of Delegation which will become vacant in the context of the 2020 rotation exercise.

The European Union currently has 140 delegations, eight of which are to international organisations. In all, more than 1200 officials and 4100 other staff are currently serving in these delegations.

The work of a Delegation varies from country to country but, in general, covers political matters, trade, press and information, aid management and the external aspects of internal EU policies.

The EU Delegations are placed under the authority of the High Representative of the Union for Foreign Affairs and Security Policy, who is also Vice President of the European Commission.

All positions are available as from 1 September 2020 unless otherwise indicated.

Within this rotation, a total of 34 Head of Delegation and 11 Deputy Head of Delegation Posts are published. Below you can find the general description of the main tasks and duties on the function of Head of Delegation and Deputy, followed by general selection criteria. You will find more detailed information on the post or/and eventual specific requirements for the posts in the list with posts available.

GENERAL INFORMATION

For GENERAL ELIGIBILITY CRITERIA, APPLICATION and SELECTION PROCEDURE and CONDITIONS OF EMPLOYMENT AND RECRUITMENT please refer to the "Guidelines for the 2020 Rotation exercise – AD posts in EU delegations (external publications)".

HEAD OF DELEGATIONS – main tasks and duties

The Head of Delegation of the European Union assists the High Representative and the Commission in fulfilling their mandates in the field of external relations and, in general, has the following tasks:

- To represent the EU, to ensure the EU Presidency, and to ensure a high degree of consistency between the different areas of the EU's external actions and between these and its other policies;
- To ensure bilateral or multilateral relations, notably in the political, economic, commercial, security and development cooperation fields and to carry out and promote regular political dialogue or negotiate on behalf of the European Union;
- To pursue the EU's policies and their local coherence in all areas, to promote and protect the EU's interests and values, and to promote the visibility of the EU by carrying out press, information and communication activities;
- To maintain contacts, exchange information and coordinate with Member States in the implementation of EU policies and to report regularly to the Headquarters of the EEAS and the Commission, as appropriate, on all matters covered by his/her mandate and maintain relations with other EU institutions as well as any regional and international organisations;
- To provide advice to the Headquarters of the EEAS and to the Commission as appropriate on policy issues and developments arising within the framework EU-bilateral or multilateral relations;
- To ensure sound management of the Delegation, including financial management and correct application of the existing rules concerning the security of individuals (including the families of expatriated staff), goods and property, as well as information; manage crises and ensure continuity of Delegation operations, including in the framework of business continuity.

DEPUTY HEAD OF DELEGATION- main task and duties

The Deputy Head of Delegation of the European Union assists the Head of Delegation in carrying out his/her tasks as described above, provides advice and support to the Head of Delegation in all key areas and represents him/her in his/her absence. In particular, the Deputy Head of Delegation assists the Head of Delegation in the management of all staff and financial resources.

More specifically, the Deputy Head of Delegation:

- Ensures efficient overall operation of the Delegation by co-ordinating the Delegation's work across all sections and ensure implementation and follow-up of key sectoral, thematic and horizontal tasks;
- Provides guidance and support to the administration section, including security issues;
- Ensures a well-functioning administration of the delegation, including sound contractual and financial management respecting relevant standards, instructions, rules and regulations within the framework of the sub-delegation of powers as authorising officer and on behalf/in substitution of the Head of Delegation;
- Oversees the preparation of the administrative budget with the Administrative Section and HOD;
- Oversees all procedures related to the implementation of the administrative budget; visa of reports on administrative expenditures (HOD signature);
- Acts as authorising officer by sub-delegation for administrative expenditures.

SELECTION CRITERIA

1. PRE-SELECTION PHASE

The applications of the candidates will be screened in the pre-selection phase according to the following general criteria and specific criteria/requirements if mentioned under the vacant posts listed below.

1. General skills and competencies

- Have an excellent ability to maintain diplomatic relations at a senior level and to ensure representation, communication and management in a complex, multicultural environment;
- Have an excellent capacity to play a lead role in negotiations in the field of external relations with national authorities, international organisations and EU Member States;
- Have strong communication and analytical skills combined with sound judgement; have proven experience in leading and motivating teams, particularly in a multi-disciplinary and multi-cultural environment;
- Have good knowledge and/or experience in budgetary, administrative and financial management.

2. Knowledge/experience in functioning of the European Union

- Have excellent knowledge of the external relations, internal policies and functioning of the Union;
- Have proven experience in and in-depth knowledge of CFSP and CSDP-related issues;

3. Regional knowledge and language skills

- Have proven experience in and knowledge of the key areas of activity of the Delegation;
- Have the language skills required for a specific post

Furthermore,

- Candidates must be able to work in a different socio-cultural environment and to adapt quickly to evolving situations.
- Experience in working in a Delegation or an Embassy, an international organisation, or significant experience of external relations in the field, including CSDP missions, would be a strong asset.

2. INTERVIEW PHASE

The candidates who will receive an invitation for an interview will have to undergo an individual simulation exercise, where several behavioural competencies that are of a crucial importance for the specific position will be assessed by the panel members. The simulation exercise will be followed by an interview on the candidate's professional expertise and motivation for the post.

HEADS OF DELEGATION POSTS

Below are the Heads of Delegation posts that are available in this Rotation.

1. Head of Delegation to Afghanistan (REF: EEAS/2020/HOD-Afghanistan) – 2 year posting

Grade: EEAS AD14-15/TA AD14

The Head of Delegation is responsible for the management of all staff (EEAS and Commission: 78 of staff, of whom 12 are officials/temporary agents) and financial resources (an administrative budget of approximately €8M and an operational budget of approximately €250M per year).

The Head of Delegation represents the EU in Afghanistan and ensures regular contacts with the Afghan authorities at the highest political level. S/he coordinates the implementation of the EU policies towards Afghanistan in the field, driven notably by the EU-Afghanistan Cooperation Agreement on Partnership and Development. The EU Delegation to Afghanistan presents, explains and implements EU policy in Afghanistan; analyses and reports on policies and developments; and negotiates following its given mandate. The EU's main focus in Afghanistan is on strengthening democracy; establishing the rule of law; governance and capacity building; security sector reform; economic prosperity; and human rights and support to the peace process.

Family members are not, at the present time, permitted to join staff at the Delegation in Afghanistan.

Place of employment: Kabul, Afghanistan

2. Head of Delegation to the AFRICAN UNION (REF: EEAS/2020/HOD-AFRICAN UNION) – 3 year posting

Grade: EEAS AD14-15/TA AD14

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 48 staff, of whom 12 are officials/temporary agents/SNE) and financial resources (an administrative budget of approximately € 3M).

The AU is the EU's main political and institutional partner at Pan-African level. The AU and the AU Commission play an essential role in building peace and security across the continent, driving the continental integration process and being a key partner on global issues. Our partnership builds on the Joint Africa-EU Strategy and the implementation of strategic priorities defined in the Abidjan Declaration (i) Investing in people – education, science, technology and skills development; (ii) Strengthening Resilience, Peace, Security and Governance; (iii) Migration and mobility (iv) Mobilizing Investments for African structural sustainable transformation, as pursued e.g. in the new Africa-Europe Alliance for sustainable investment and jobs and the MoU on Peace, Security and Governance.

The Delegation engages in the political dialogue with the African Union Commission and the African Union Member States as well as in the implementation of the substantive cooperation programme funded from both the EDF and DCI budget.

The candidate should have experience of multilateral affairs.

Place of employment: Addis Ababa, Ethiopia.

3. Head of Delegation to EGYPT (REF: EEAS/2020/HOD-EGYPT) – 3 year posting
Grade: EEAS AD14-15/TA AD14

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 88 staff, of whom 13 (11+2) are officials/temporary agents) and financial resources (an administrative budget of approximately €6,4M).

Within the framework of the European Neighbourhood Policy and the EU–Egypt Partnership priorities, the key areas of activity of the Delegation are political relations, analysis and reporting, cooperation in a large array of policy areas of common interest, security, migration, relations with civil society and non-state actors and public diplomacy. The relations between Egypt and the broader region, the promotion of the EU human rights agenda, the support for democratic transition and economic, structural and institutional reforms, and the support to the intensification of economic and commercial relations are key priorities for the European Union. The Head of Delegation is responsible for the implementation of cooperation programmes and management of funds, principally under the European Neighbourhood Instrument (ENI) with a bilateral envelope for 2017-2020 of € 432 - 528 million.

The Delegation is also accredited to the League of Arab States and covers EU-League of Arab States relations.

The Head of Delegation will be in charge of the EU local coordination in Egypt.

A working knowledge of Arabic is an asset.

Place of employment: Cairo, Egypt.

4. Head of Delegation to TURKEY (REF: EEAS/2020/HOD-TURKEY) – 4 year posting
Grade: EEAS AD14-15/TA AD14

The Head of Delegation is responsible for the management of all staff (EEAS and Commission: 184 staff, of whom 19 are officials/temporary agents, in addition to a varying number of ECHO experts - currently about 60) and financial resources (an administrative budget of approximately €9 million).

The Delegation also manages annually €600 million of Pre-accession Funds (will be reduced in the future) and a total of €6 billion under the Facility for Refugees in Turkey (FRIT).

The key areas of activity of the Delegation are political issues (including CFSP/CSDP), crisis management, migration, trade, infrastructure work, environment, energy and transport matters, institutional development and the promotion of EU-related reforms in a pre-accession framework, public diplomacy, as well as implementation and management of the EU financial assistance portfolio.

Place of employment: Ankara, Turkey

5. Head of Delegation to ANGOLA (REF: EEAS/2020/HOD-ANGOLA) – 3 year posting
Grade: EEAS AD9-14/TA AD12

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 39 staff, of whom 7 are officials/temporary agents) and financial resources (a programme budget of €132 million until 2020 and an administrative budget of approximately €5,1M).

Angola is a member of the regional organizations SADC, ECCAS and ICGLR and participates in maritime co-operation activities for the Gulf of Guinea.

The key areas of activity of the Delegation are political relations (including on regional and multilateral issues), co-operation with associated policy dialogue, support to national reforms and capacity building activities, and support to human rights and civil society.

Good knowledge of Portuguese language is an asset for this post.

Place of employment: Luanda, Angola.

6. Head of Delegation to BARBADOS (REF: EEAS/2020/HOD-BARBADOS) – 4 year posting
Grade: EEAS AD9-14/TA AD12

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 50 staff, of whom 10 are officials/temporary agents) and financial resources (an administrative budget of approximately €3.5M).

The Delegation manages the 11th EDF (2014 – 2020) allocation for Barbados (€3.5M), Antigua and Barbuda (€3M), Dominica (€4M), Grenada (€5M), St. Kitts and Nevis (€2.8M), St. Lucia (€6.9M), St. Vincent and the Grenadines (€5.98M + €0.9M support measures) and for the Caribbean Regional Indicative Programme (€346M). Some of the countries are benefitting from reserve funds (€ 39.7M in total) after natural disasters.

In addition to the general tasks, the key areas of activity of the Delegation and the Head of Delegation are to develop the bilateral and regional relations with Barbados and the OECS countries in the areas of EU policies, economy and external assistance cooperation; to develop relations with CARICOM and CARIFORUM; to maintain and increase the visibility, awareness and understanding of the EU in Barbados and the OECS countries and vis-à-vis the regional organisation; to implement the EU Human Rights Strategy;

Place of employment: Bridgetown, Barbados.

7. Head of Delegation to BOLIVIA (REF: EEAS/2020/HOD-BOLIVIA) – 3 year posting
Grade: EEAS AD9-14/TA AD12

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 37 staff, of whom 7 are officials/temporary agents) and financial resources (an administrative budget of approximately € 2M and a budget of approximately €45M per year for EU Development cooperation under the MIP for 2014-2020).

The key areas of activity of the Delegation are political matters, press and information, public diplomacy, development cooperation, regional integration and trade, as well as external aspects of Union's policies (sustainable development, climate change, energy, science & technology, transport, etc.).

Knowledge of Spanish is an essential requirement. Knowledge of regional integration processes is an asset.

Place of employment: La Paz, Bolivia.

8. Head of Delegation to CAMEROON (REF: EEAS/2020/HOD-CAMEROON) – 3 year posting
Grade: EEAS AD9-14/TA AD12

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 55 staff, of whom 10 are officials/temporary agents) and financial resources (an administrative budget of approximately €3M).

In addition, the Head of Delegation is responsible for management of the bilateral development cooperation, financed through the European Development Fund-National Indicative Programme 2014-2020 of EUR 287 M; the EU Emergency Trust Fund for Africa Portfolio of EUR 40 M, as well as a considerable portfolio of thematic budget lines such as the European Instrument for Democratisation and Human Rights and Thematic Programmes on "Banana Accompanying Measures" and on forest protection.

The key areas of activity of the Delegation are political, press and information matters, good governance, rule of law and human rights, elections related issues, trade relations including the current EPA, business relations, and development cooperation (including through budget support). Regional integration and peace and security issues are also in the forefront (CEMAC, Lake Chad, Gulf of Guinea). Due to internal political tensions and regional security concerns, the Delegation should support dialogue, including through regular contacts with the main political forces and with civil society stakeholders, as well as foster regional cooperation.

The Delegation in Cameroon will also be in charge of EU relations with Equatorial Guinea, and the Head of Delegation will also be accredited to Malabo.

Place of employment: Yaoundé, Cameroon.

9. Head of Delegation to CHILE (REF: EEAS/2020/HOD-CHILE) – 4 year posting

Grade: EEAS AD9-14/TA AD12

The Head of Delegation is responsible for management of staff (EEAS and Commission: 18 staff, of whom 4 are officials/temporary agents) and financial resources (an administrative budget of approximately €2M and financial co-operation activities under various financial instruments such as the Partnership Instrument).

The key areas of activity of the Delegation are political affairs, democracy and governance, human rights, press information and public diplomacy, trade and economics, global issues (peace and security, climate change, environment, sustainable development, UN matters, internet governance, cyber security, and Chilean participation in regional and international initiatives).

Knowledge of Spanish is an essential requirement.

Place of employment: Santiago, Chile.

10. Head of Delegation to ECUADOR (REF: EEAS/2020/HOD-ECUADOR) – 4 year posting

Grade: EEAS AD9-14/TA AD12

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 20 staff, of whom 4 are officials/temporary agents) and financial resources (an administrative budget of approximately € 1.4M and a budget of €67M from the EU DCI for 2014-2020).

The key areas of activity of the Delegation are political matters, press and information, public diplomacy, development cooperation, regional integration and trade, as well as external aspects of Union's policies (sustainable development, climate change, energy, science & technology, transport, etc.).

Knowledge of Spanish is an essential requirement.

Place of employment: Quito, Ecuador.

11. Head of Delegation to GAMBIA (REF: EEAS/2020/HOD-GAMBIA) – 4 year posting

Grade: EEAS AD9-14/TA AD12

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 25 staff, of whom 6 are officials/temporary agents) and financial resources (an administrative budget of approximately €550 000). Furthermore, the Delegation is responsible for the implementation of the EU development programme (€250M under the National Indicative Programme of the 11th EDF (2014-2020), as well as a cooperation budget of around €92 M from other instruments, including EU Trust Fund for Migration, IcSP, budget lines, etc.).

The EU is supporting the democratic transition following the change of regime in 2017. The key areas of activity of the Delegation include an intensive dialogue with stakeholders (government and civil society), as well as international community present in The Gambia, political dialogue, rule of law and human rights, security sector reform, transitional justice, capacity building in institutions, elections related issues good governance, macroeconomic consolidation, improving business environment. Sectors of cooperation currently focus on governance, rule of law, security, employment creation and infrastructures (energy and transport) and are implemented through budget support and

projects. The Head of Delegation will have an important role in the preparation, together with HQ, of the multi-yearly programming for the 2021/2027 Financial Perspective.

Experience with democratic transition, transitional justice and security sector reform is an asset.

Place of employment: Banjul, Gambia.

**12. Head of Delegation to GUATEMALA (REF: EEAS/2020/HOD-GUATEMALA) – 4 year posting
Grade: EEAS AD9-14/TA AD12**

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 30 staff, of whom 6 are officials/temporary agents) and financial resources (an administrative budget of approximately €1.8M and a budget of €166.8M from the EU DCI for 2014-2020).

The key areas of activity of the Delegation are political matters, rule of law, human rights, citizen security, migration, press and information, public diplomacy, relations with main regional partners and economics. The EU is a major partner of Guatemala in development cooperation. As Guatemala is part of the EU-Central America Association Agreement, regional integration and trade (in particular the implementation of the trade chapter of the EU-Central American Association Agreement), as well as external aspects of Union's policies (sustainable development, climate change...) are also part of the Delegation's core business.

Knowledge of Spanish is an essential requirement. Knowledge of or experience with regional integration processes and/or crisis management is an asset.

Place of employment: Guatemala City, Guatemala.

**13. Head of Delegation to HONDURAS (REF: EEAS/2020/HOD-HONDURAS) – 3 year posting
Grade: EEAS AD9-14/TA AD12**

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 23 staff, of whom 3 are officials/temporary agents) and financial resources (an administrative budget of approximately €1.5M and a budget of €225M from the EU DCI for 2014-2020).

The key areas of activity of the Delegation are political matters, rule of law, human rights, citizen security, migration, press and information, public diplomacy, relations with main regional partners and economics. The EU is a major partner of Honduras in development cooperation. As Honduras is part of the EU-Central America Association Agreement, regional integration and trade (in particular the implementation of the trade chapter of the EU-Central American Association Agreement), as well as external aspects of Union's policies (sustainable development, climate change...) are also part of the Delegation's core business.

Knowledge of Spanish is an essential requirement. Knowledge of or experience with regional integration processes and/or electoral processes and/or crisis management are and asset.

Place of employment: Tegucigalpa, Honduras.

**14. Head of Office to HONG KONG & MACAO (REF: EEAS/2020/HOO-HONG KONG) – 4 year posting
Grade: EEAS AD9-14/TA AD12**

The Head of Office is responsible for management of all staff (EEAS and Commission: 13 staff, of whom 5 are officials/temporary agents) and financial resources (an administrative budget of approximately €2,2 M).

One of the key areas of activity of the Office relates to the close following of the implementation of the "one country two systems". Trade and investment aspects and related activities are a key priority for the Office (the EU is the second largest FDI source to Hong Kong and over 2000 European companies are established in the Territory). Public diplomacy and visibility is also considered a priority.

Good knowledge of Cantonese and/or Mandarin is an asset.

Place of employment: Hong Kong.

**15. Head of Delegation to ICELAND (REF: EEAS/2020/HOD-Iceland) – 4 year posting
Grade: EEAS AD09-14/TA AD12**

The Head of Delegation is responsible for management of all staff (EEAS: 7 staff - 2 of whom are officials) and financial resources (an administrative budget of approximately €700.000). The key areas of activity of the Delegation are related to the European Economic Area (EEA) Agreement, key European Commission policies (fisheries, research and innovation, education, culture, climate change), political issues, trade as well as public diplomacy and communication.

Place of employment: Reykjavik, Iceland

**16. Head of Delegation to JAMAICA (REF: EEAS/2020/HOD-JAMAICA) – 4 year posting
Grade: EEAS AD9-14/TA AD12**

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 28 staff, of whom 4 are officials/temporary agents) and financial resources (an administrative budget of approximately €2.2M).

The Head Delegation is also in charge of a Sub-office in Belize consisting of 2 contractual agents and 2 local staff. The Delegation also covers relationships with Turks and Caicos Islands, the Bahamas and Cayman Islands. The Delegation manages the 11th EDF (2014-2020) allocation for Jamaica of €66M, for Belize (€27M) and for Turks and Caicos (€17.52M).

The key areas of the Delegation are political matters, press and information, public diplomacy, trade, development cooperation, regional integration as well as external aspects of Union policies (sustainable development, climate change, energy, science & technology, transport, etc.).

Place of employment: Kingston, Jamaica

17. Head of Delegation to KOREA (REF: EEAS/2020/HOD-KOREA) – 4 year posting
Grade: EEAS AD9-14/TA AD12

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 26 staff, of whom 7 are officials/temporary agents) and an administrative budget of €3M.

The key areas of activity of the Delegation are political, security and defence matters, trade and investment questions, external aspects of EU policies (e.g. climate change, energy, transport, science & technology, industrial policy, consumer issues and people-to-people exchanges), as well as public diplomacy. The Delegation is also expected to follow closely the developments in the DPRK without being accredited to it.

Place of employment: Seoul, Korea.

18. Head of Office to KOSOVO/EUSR (REF: EEAS/2020/HOO-KOSOVO) – 4 year posting
Grade: EEAS AD9-14/TA AD12

The Head of Office is responsible for management of all staff (EEAS and Commission: 102 posts in the EU Office, of whom 8 are officials/temporary agents and in his/her capacity as EUSR a further 39 staff of whom are 18 International staff) and financial resources (an administrative budget of approximately €3m for the EU Office (2019) and €5.15m for the EUSR (July 2018 until February 2020)).

The key areas of activity of the Delegation are political issues, promotion of EU related reforms and implementation of the Stabilisation and Association Agreement, trade and public diplomacy as well as implementation and management of the EU financial assistance portfolio.

Experience in managing crisis situations is an asset.

Place of employment: Pristina, Kosovo.

19. Head of Delegation to LAOS (REF: EEAS/2020/HOD-LAOS) – 3 year posting
Grade: EEAS AD9-14/TA AD12

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 26 staff, of whom 3 are officials/temporary agents) and financial resources (an administrative budget of approximately €1.1m and €250m - for the period 2014-2020 - in external assistance under the Development Cooperation Instrument and thematic budget lines).

The key areas of activity of the Delegation are political matters (including in relation to ASEAN and regional affairs), development assistance, trade, economic diplomacy, human rights, external aspects of Union policies (in particular development cooperation, security, climate change, environment, biodiversity, energy, connectivity, migration) as well as public and cultural diplomacy.

Place of employment: Vientiane, Laos.

20. Head of Delegation to LIBERIA (REF: EEAS/2020/HOD-LIBERIA) – 3 year posting
Grade: EEAS AD9-14/TA AD12

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 34 staff, of whom 8 are officials/temporary agents) and financial resources (an administrative budget of approximately € 2.1 M); the Delegation is responsible for the implementation of the EU development program (€ 279 M under the 11th EDF and numerous other projects funded by various EU thematic budget lines and West Africa regional projects).

The key areas of the Delegation are political matters (including human rights, peace and stability, reconciliation and governance), trade and economic relations, development (main areas: energy, agriculture, governance; education), as well as external aspects of the Union policies (in particular fisheries and forestry). The Head of Delegation will have an important role in the preparation, together with HQ, of the multi-yearly programming for the 2021/2027 Financial Perspective.

Place of employment: Monrovia, Liberia

21. Head of Delegation to LIBYA (REF: EEAS/2020/HOD- LIBYA) – 3 year posting
Grade: EEAS AD9-14/TA AD12

The Head of Delegation is responsible for the management of all staff (EEAS and Commission: 25, of whom 5 are officials/temporary agents) and financial resources (an administrative budget of approximately €2M).

Within the framework of the European Neighbourhood Policy, the key areas of activity of the Delegation are political relations, analysis and reporting, security policy, migration policy, cooperation in a limited array of policy areas of common interest, relations with civil society and non-state actors and public diplomacy.

The Head of Delegation plays a key role in developing and implementing the EU's approach to the Libyan conflict, in coordinating locally with the Member States and non-EU diplomatic missions. S/he will participate in local and regional consultative platforms and coordinate with the UN Special Representative and the UN agencies. Specific attention is to be paid to the relations between Libya and the broader region and relations with the regional organisations African Union and League of Arab States. The Head of Delegation also coordinates the Delegation's work with the EU's CSDP missions on Libya (EUVAFOR Sofia and EUBAM) and ensures the political coherence of the EU presence on the ground. Thematic emphases are the promotion of human rights and of a transition to a law-based state, and economic, structural and institutional reforms, and the promotion of an effective Libyan policy towards irregular migration that meets international humanitarian standards. The Head of Delegation is responsible for the implementation and management of funds of the ENI cooperation programme (budget: around EUR 20 million per year) and the actions funded from the EU Trust Fund window for Northern Africa.

Proficiency in Arabic is an asset.

Place of employment: Tripoli, Libya.

The Delegation is currently evacuated and operates from Tunis, Tunisia. It will relocate to Tripoli once the security situation allows.

22. Head of Delegation to MALAYSIA (REF: EEAS/2020/HOD-MALAYSIA) – 4 year posting
Grade: EEAS AD9-14/TA AD12

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 15 staff, of whom 7 are officials/temporary agents) and financial resources (an administrative budget of approximately €800,000).

The key areas of activity of the Delegation are: political matters (including in relation to ASEAN and regional affairs), trade, economic diplomacy, human rights, external aspects of Union policies (security, climate change, environment, biodiversity, energy, science & technology, connectivity/transport, education) as well as public and cultural diplomacy.

Place of employment: Kuala Lumpur, Malaysia.

23. Head of Delegation to MONTENEGRO (REF: EEAS/2020/HOD-MONTENEGRO) – 4 year posting
Grade: EEAS AD9-14/TA AD12

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 55 staff, of whom 5 are officials/temporary agents) and financial resources (an administrative budget of approximately €2,7M).

The key areas of activity of the Delegation are political issues, crisis management, trade matters, promotion of EU-related reforms, public diplomacy, as well as implementation and management of the EU financial assistance portfolio.

Place of employment: Podgorica, Montenegro.

24. Head of Delegation to MYANMAR (REF: EEAS/2020/HOD-MYANMAR) – 3 year posting
Grade: EEAS AD9-14/TA AD12

The Head of Delegation is responsible for management of all staff at the Delegation in Yangon (EEAS and Commission: 44 staff, of whom 9 are officials/temporary agents) and financial resources (an administrative budget of approximately €3.5M, and €656M - for the period 2014-2020 - in external assistance under the Development Cooperation Instrument and thematic budget lines). Moreover, an additional EU Office in the capital Nay Pyi Taw is envisaged to be set up during 2020 (4 staff, of whom 1 will be an official).

The key areas of activity of the Delegation are political matters (including in relation to ASEAN and regional affairs), development assistance, trade, economic diplomacy, human rights, external aspects of Union policies (in particular development cooperation, security, climate change, environment, energy, connectivity, migration) as well as public and cultural diplomacy.

Place of employment: Yangon, Myanmar.

25. Head of Delegation to NEPAL (REF: EEAS/2020/HOD-NEPAL) – 3 year posting
Grade: EEAS AD9-14/TA AD12

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 30 staff, of whom 6 are officials/temporary agents) and financial resources (an administrative budget of approximately €1,8M and a cooperation budget under the Multiannual Indicative Programme 2014-2020 of € 360M).

The key areas of activity of the Delegation are political (including post-conflict situation), economic and trade, external assistance programming and implementation (financial and technical), CFSP as well as press and public relations. Furthermore the Head of Delegation represents the EU at the South Asian Association for Regional Cooperation (SAARC) and the SAARC secretariat located in Kathmandu.

Working language with the Nepalese authorities is mainly English.

Place of employment: Kathmandu, Nepal.

26. Head of Delegation to NORTH MACEDONIA (REF: EEAS/2020/HOD-NORTH MACEDONIA) – 4 year posting
Grade: EEAS AD9-14/TA AD12

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 35 staff, of whom 6 are officials/temporary agents) and financial resources (an administrative budget of approximately €3,7M).

The key areas of activity of the Delegation are political issues, crisis management, trade matters, promotion of EU-related reforms, public diplomacy, as well as implementation and management of the EU financial assistance portfolio.

Place of employment: Skopje, North Macedonia.

27. Head of Delegation to Holy See, Order of Malta and UN Organisations, ROME (REF: EEAS/2020/HOD-ROME) – 4 year posting
Grade: EEAS AD9-14/TA AD12

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 11 staff, of whom 4 are officials/temporary agents) and financial resources (an administrative budget of approximately €570.000).

The Delegation has both a multilateral mandate – as EU mission to FAO (Food and Agriculture Organisation), WFP (World Food Programme) and IFAD (International Fund for Agricultural Development) – and a bilateral one - being accredited to the Holy See, Sovereign Order of Malta and the Republic of San Marino. The key areas of activities include food security, sustainable rural development and agricultural policies, natural resource management, emergency assistance and food production.

Multilateral experience, preferably with the UN, would be an asset. Experience in international representation, coordination and negotiations is important.

Place of employment: Rome, Italy.

**28. Head of Delegation to SAUDI ARABIA (REF: EEAS/2020/HOD-SAUDI ARABIA) – 3 year posting
Grade: EEAS AD9-14/TA AD12**

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 20 staff, of whom 8 are officials/temporary agents) and financial resources (an administrative budget of approximately €2,5M).

The key areas of activity of the Delegation focus on diplomatic work, analysis, reporting, public diplomacy, cooperation on security and other sectoral areas and networking with a wide range of State and non-State actors. The relations between Saudi Arabia and the broader region, the promotion of the EU Human rights agenda and the support to the transformation and diversification of the countries' economies are key priorities for the European Union. The Head of Delegation will contribute in developing a partnership with KSA, Bahrain and Oman through the implementation of Cooperation arrangements and sustaining ongoing EU engagement with the GCC.

The Delegation covers also Bahrain and Oman and the Head of Delegation will also be accredited to those countries as well as act as EU representative to the GCC, OIC and Islamic Development Bank.

Working knowledge of Arabic is an asset.

Place of employment: Riyadh, Saudi Arabia.

**29. Head of Delegation to SOUTH SUDAN (REF: EEAS/2020/HOD-SOUTH SUDAN) – 2 year posting
Grade: EEAS AD9-14/TA AD12**

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 33 staff, 7 of whom are officials/temporary agents) and financial resources: an administrative budget of approximately €2,1M, and a portfolio of funding of €260 million for development cooperation activities which, due to the fact that South Sudan is not a signatory to the Cotonou agreement, come from various instruments such as the EU Trust Fund for Africa, the Instrument contributing to Stability and Peace, the European Instrument for Democracy and Human Rights and Development Cooperation Instrument Thematic programmes. The Delegation is currently functioning under an evacuation level 3 status with 11 essential expatriate staff present in Juba and the other expatriate staff in Brussels.

The key areas of activity of the Delegation are political (supporting the peace process and implementation of the Revitalised Agreement on Resolution of the Conflict in South Sudan/R-ARCSS, supporting institutions established by the R-ARCSS, having contacts with the authorities of the country as appropriate, liaising with the UN Peace Keeping Mission in South Sudan, working with civil society partners including the South Sudan Council of Churches) and democracy, human rights and governance issues (promoting accountability for atrocities and violations of human rights, negotiating political space for civil society and opposition groups, anti-corruption measures and rule of law, economic reform and inclusiveness), development (support to rural development and food security, health and education), and humanitarian (providing humanitarian support to massive numbers of Internally Displaced Persons, providing food assistance to significant numbers suffering from famine or malnutrition).

Experience in peace processes is an advantage.

Place of employment: Juba, South Sudan.

30. Head of Delegation to SWITZERLAND (REF: EEAS/2020/HOD-SWITZERLAND) – 4 year posting
Grade: EEAS AD9-14/TA AD12

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 10 staff, of whom 4 are officials/temporary agents) and financial resources (an administrative budget of approximately €1,5M).

The key areas of activity of the Delegation are related to the follow up of the wide package of EU/Swiss bilateral agreements, political issues, trade as well as public diplomacy and communication. Moreover the Delegation is also responsible for relations with Liechtenstein.

The candidate should have in depth knowledge of EU internal policies and their external aspects (in particular internal market issues, trade, free movement of persons, etc.). Experience with international negotiations, a good knowledge of models of agreements between the EU and its close partners is an asset.

Knowledge of German is an asset.

Place of employment: Bern, Switzerland.

31. Head of Delegation to TOGO (REF: EEAS/2020/HOD-TOGO) – 3 year posting
Grade: EEAS AD9-14/TA AD12

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 32 staff, of whom 6 are officials/temporary agents) and financial resources: an administrative budget of approximately €1,9M and EU development assistance: €216 million allocation under 11th European Development Fund for the period 2014-2020 and €149.2M for the period of 2008-2013 (€124.8 M under the 10th EDF + €20.4M under the EU budget), still under implementation.

The key areas of activity of the Delegation are political affairs, good governance, rule of law and human rights, elections related issues (last legislative elections in December 2018, local elections in June 2019, next presidential elections in 2020), and migration. Economic issues are taking an increasing importance on the back of the Africa-EU Alliance and the first EU-Togo Business Forum in June 2019.

The Head of Delegation will have an important role in the preparation, together with HQ, of the multi-yearly programming for the 2021/2027 Financial Perspective. The security sector has an evident and growing importance at both cooperation and political levels. Regional issues are also an important part of the Delegation activities as the country is member of ECOWAS and UEMOA, and is covered by the EU strategy for the Gulf of Guinea.

Knowledge of/experience in crisis management is an asset. Intensive dialogue is also necessary with stakeholders (government and civil society), as well as international community present in Togo, including United Nations.

Excellent knowledge of French is required.

Place of employment: Lomé, Togo.

**32. Head of Delegation to TRINIDAD AND TOBAGO (REF: EEAS/2020/HOD-TRINIDAD AND TOBAGO)
– 4 year posting - Grade: EEAS AD9-14/TA AD12**

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 13 staff, of whom one is a JPD and financial resources (an administrative budget of approximately €1M). The Delegation manages the 11th EDF (2014 – 2020) allocation for Trinidad and Tobago of €9.7 M.

The key areas of activity of the Delegation and the Head of Delegation are: political matters, economy, external assistance cooperation, human rights.

Good knowledge of Spanish is an asset.

Place of employment: Port of Spain, Trinidad and Tobago.

**33. Head of Delegation to TUNISIA (REF: EEAS/2020/HOD-TUNISIA) – 4 year posting
Grade: EEAS AD9-14/TA AD12**

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 65, of whom 14 are officials/temporary agents) and financial resources (an administrative budget of approximately 2.5 million euro).

Within the framework of the European Neighbourhood Policy and the "Privileged Partnership" between the EU and Tunisia, the key areas of activity of the Delegation are political relations, analysis and reporting, cooperation in a large array of policy areas of common interest, security, relations with civil society and non-state actors and public diplomacy. The relations between Tunisia and the broader region, the promotion of the EU human rights agenda, the support for democratic transition and economic, structural and institutional reforms, and the support to the intensification of economic and commercial relations are key priorities for the European Union. The Head of Delegation is responsible for the implementation and management of funds of the very sizeable cooperation programme (budget: currently around EUR 300 million per year). At present the Tunisia Delegation also houses the administration section of the evacuated EU Delegation to Libya.

The Head of Delegation will be in charge of the EU local coordination in Tunisia.

Excellent knowledge of French is essential. Working knowledge of Arabic is an asset.

Place of employment: Tunis, Tunisia.

**34. Head of Delegation to UZBEKISTAN (REF: EEAS/2020/HOD-UZBEKISTAN) – 3 year posting
Grade: EEAS AD9-14/TA AD12**

The Head of Delegation is responsible for management of all staff (EEAS and Commission: 21 staff, of whom 4 are officials/temporary agents) and financial resources (an administrative budget of approximately €1,2M).

The key areas of activity of the Delegation are political and economic dialogue (with particular focus on the negotiation of a new Enhanced Partnership and Cooperation Agreement, the implementation of the EU Strategy on Central Asia and the EU Strategy on Connecting Europe and Asia, as well as on human rights), diplomatic representation, public diplomacy, trade relations (in particular support for

WTO accession), and implementation of bilateral EU development assistance programmes, as well as external aspects of Union policies (trade, visa policy, climate change, energy, science & technology, transport). In carrying out its tasks, the Delegation aims to maintain and develop good and effective contacts with authorities, civil society, EU Member States and international organisations.

Knowledge of Russian is an essential requirement.

Place of employment: Tashkent, Uzbekistan.

DEPUTY HEAD OF DELEGATIONS POSTS

Below are the Deputy Heads of Delegation posts that are available in this Rotation.

1. Deputy Head of Delegation to AFGANISTAN (REF: EEAS/2020/DHOD-AFGANISTAN) – 2 year posting

Grade: EEAS AD9-14/TA AD12

The Deputy Head of Delegation assists the Head of Delegation in all tasks, including the management of 78 EEAS and Commission members of staff (of whom 12 are officials/temporary agents) and financial resources (an administrative budget of approximately €8M and an operational budget of approximately €250M per year).

The EU's main focus in Afghanistan is on: strengthening democracy; establishing the rule of law; governance and capacity building; security sector reform; economic prosperity; and human rights and support to the peace process.

Family members are not, at the present time, permitted to join staff at the Delegation in Afghanistan.

Place of employment: Kabul, Afghanistan

2. Deputy Head of Delegation to BOSNIA AND HERZEGOVINA (REF: EEAS/2020/DHOD-BOSNIA AND HERZEGOVINA) – 4 year posting

Grade: EEAS AD9-14/TA AD12

The Deputy Head of Delegation assists the Head of Delegation/EU Special Representative in all tasks, including the management of all staff and financial resources (EEAS and Commission: 155 staff, of whom 11 are officials, and in his capacity as EUSR a further 64 staff, of whom 18 are International staff). The administrative budget is approximately €5.3M and the anticipated budget for the EUSR 2019/20 mandate is €6.7M.

The key areas of the Delegation's work are political affairs (including CFSP and CSDP), rule of law and economic affairs, the enlargement process, in particular the follow up of the 2019 Opinion, along with the Stabilisation and Association Process and pre-accession assistance.

Place of employment: Sarajevo, Bosnia and Herzegovina.

3. Deputy Head of Delegation to CANADA (REF: EEAS/2020/DHOD-CANADA) – 4 year posting

Grade: EEAS AD9-14/TA AD12

The Deputy Head of Delegation assists the Head of Delegation in all tasks, including the management of all staff (EEAS and Commission: 24 staff, of whom 9 are officials) and financial resources (an administrative budget of approximately €2.1M per year).

The Delegation is active across a very wide policy spectrum promoting and implementing the Strategic Partnership Agreement (SPA) and the Comprehensive and Economic Trade Agreement (CETA) as well as other sectoral agreements. Key areas of activity of the Delegation are diplomatic, economic and trade relations, foreign policy and security relations, energy, climate change, environment, development cooperation, UN matters, the Arctic, justice and home affairs, election observation, democracy and human rights, science, and research.

The candidate should have experience in transatlantic relations or in working with another partner country across a very wide array of policy areas.

Place of employment: Ottawa, Canada.

4. Deputy Head of Delegation to EGYPT (REF: EEAS/2020/DHOD-EGYPT) – 3 year posting
Grade: EEAS AD9-14/TA AD12

The Deputy Head of Delegation assists the Head of Delegation in all tasks, including in the management of all staff (EEAS and Commission: 88 staff, of whom 13) are officials/temporary agents) and financial resources (an administrative budget of approximately €6,4M).

The Delegation's key areas of activity are political, socio-economic, trade, security and financial assistance issues, and as well as ensuring the EU local coordination on the ground.

Within the framework of the European Neighbourhood Policy and the EU – Egypt Partnership priorities, the key areas of activity of the Delegation are political relations, analysis and reporting, cooperation in a large array of policy areas of common interest, security, migration, relations with civil society and non-state actors and public diplomacy. The relations between Egypt and the broader region, the promotion of the EU human rights agenda, the support for democratic transition and economic, structural and institutional reforms, and the support to the intensification of economic and commercial relations are key priorities for the European Union.

The Delegation is also accredited to the League of Arab States and covers EU-League of Arab States relations. It also ensures EU local coordination on the ground.

The Delegation plays an essential role in the implementation of the European Neighbourhood Policy (ENP) in Egypt and in managing funds, principally under the European Neighbourhood Instrument (ENI) with a bilateral envelope for 2017-2020 of around €432-€528 million.

Knowledge of Arabic is an asset.

Place of employment: Cairo, Egypt.

5. Deputy Head of Delegation to The Pacific Region (REF: EEAS/2020/DHOD-FIJI) – 4 year posting
Grade: EEAS AD9-14/TA AD12

The Deputy Head of Delegation assists the Head of Delegation in all tasks, including the management of approximately 50 staff (of whom 11 are officials/temporary agents) and of financial resources (administrative budget to be managed: €3.2M)

The key areas of activity of the Delegation are political affairs, democracy and governance, human rights, press, information and public diplomacy, trade and economics, global issues (peace and security, climate change, environment, sustainable development, UN matters, fisheries, etc.) as well as the management of cooperation activities in these various areas. The Delegation serves as a hub covering several countries in the region (13 countries and 4 Overseas Countries and Territories - OCTs) with regard to the management of projects funded under the 11th EDF (altogether € 171 million under bilateral programmes; € 197 million for the Pacific Regional Programme; as well as €118 million for the OCTs).

Place of employment: Suva, Fiji.

6. Deputy Head of Delegation to JAPAN (REF: EEAS/2020/DHOD-JAPAN) – 4 year posting
Grade: EEAS AD9-14/TA AD12

The Deputy Head of Delegation assists the Head of Delegation in all tasks, including the management of all staff (EEAS and Commission: 64 staff, of whom 17 are officials/temporary agents). Administrative budget to be managed: €6,6M.

The key areas of the Delegation's activity are political, security and defence matters, trade and investment questions, external aspects of EU policies (e.g. climate change, energy, transport, science & technology, digital agenda, consumer issues and people-to-people exchanges), as well as public diplomacy. The Delegation also contributes to monitor, and support the implementation of, the Strategic Partnership Agreement and the Economic Partnership Agreement.

Knowledge of Japanese is an asset.

Place of employment: Tokyo, Japan.

7. Deputy Head of Delegation to LEBANON (REF: EEAS/2020/DHOD-LEBANON) – 4 year posting
Grade: EEAS AD9-14/TA AD12

The Deputy Head of Delegation assists the Head of Delegation in all tasks including the management of all staff (EEAS and Commission: 74 staff, of whom 12 are officials) and financial resources (an administrative budget of approximately € 7.6M).

Within the framework of the European Neighbourhood Policy, the EU-Lebanon Partnership Priorities and EU compact, the key areas of activity of the Delegation are political relations, analysis and reporting, cooperation in a large array of policy areas of common interest, including in relation to the Syria crisis and the hosting of Syria refugees, security, relations with civil society and non-state actors and public diplomacy. The relations between Lebanon and the broader region, the promotion of the EU human rights agenda, the support for economic, structural and institutional reforms, as well as the support to the intensification of economic and commercial relations are key priorities for the European Union.

The Delegation also ensures EU local coordination on the ground.

The Delegation plays an essential role in the implementation of the European Neighbourhood Policy (ENP) in Lebanon and in managing funds, principally under the European Neighbourhood Instrument (ENI) with a bilateral envelope for 2017-2020 of around €200 million. In addition, the EU Trust Fund for Syria counts for around €150 million EUR a year. Since the beginning of the Syria crisis, the EU provided an overall support to Lebanon of over € 1.7 billion through a combination of various EU instruments (ENI, Instrument contributing to stability and peace, Trust Fund in response to the Syria crisis, the European Instrument for Human rights).

Knowledge of Arabic is an asset.

Place of employment: Beirut, Lebanon

**8. Deputy Head of Delegation to PAKISTAN (REF: EEAS/2020/DHOD-PAKISTAN) – 3 year posting
Grade: EEAS AD9-14/TA AD12**

The Deputy Head of Delegation supports the Head of Delegation in all tasks, including the management of 55 EEAS and Commission members of staff (of whom 11 are officials/temporary agents) and financial resources (an administrative budget of approximately €5M and an operational budget of approximately €100M per year).

The EU is a major humanitarian donor to Pakistan and there is an ECHO office in Islamabad with about 10-15 staff, which is administratively under the authority of the Head of Delegation.

The key areas of activity of the Delegation are political and security matters, including counterterrorism and non-proliferation, development cooperation, trade, as well as the external aspects of Union policies (illegal migration, climate change, energy, science & technology, transport and phyto-sanitary issues).

Place of employment: Islamabad, Pakistan.

**9. Deputy Head of Delegation to UN GENEVA (REF: EEAS/2020/DHOD-UN GENEVA) – 4 year posting
Grade: EEAS AD9-14/TA AD12**

The Deputy Head of Delegation assists the Head of Delegation in all tasks, including the management of all staff (EEAS and Commission: 33 staff) and financial resources (an administrative budget of approximately €5M).

The key areas of activity of the Delegation are political matters (including matters related to peace and security, development and human rights), external aspects of internal EU policies, including non-trade related aspects of economic policies, and press and information. The Delegation maintains relations with the various UN agencies and bodies and other organisations based in Geneva, including the Human Rights Council, the Office of the High Commissioner for Human Rights, the Conference on Disarmament, the UN High Commissioner for Refugees, the International Office for Migration, the International Committee of the Red Cross, the World Health Organisation, the International Telecommunications Union, the International Labour Organisation, the UN Conference on Trade and Development, the UN Economic Commission for Europe and the World Intellectual Property Organisation.

Multilateral experience, preferably with the UN, is an asset. Experience in international representation, coordination and negotiations is important.

Knowledge of French is an asset.

Place of employment: Geneva, Switzerland.

10. Deputy Head of Delegation to WEST BANK AND GAZA STRIP (REF: EEAS/2020/DHOD-WEST BANK AND GAZA STRIP) – 3 year posting
Grade: EEAS AD9-14/TA AD12

The Deputy Head of Office assists the Head of Office in all tasks, including the management of all staff (EEAS and Commission: 80 staff, of whom 13 are officials/temporary agents), and financial resources (an administrative budget of approximately €8.1M).

The key areas of activity of the Delegation are political relations, analysis and reporting, cooperation with the Palestinian Authority in a large array of policy areas of common interest and diplomatic relations (Middle East peace process (MEPP) and EU local coordination). The Delegation also supports the United Nations Relief and Works Agency for Palestine refugees in the Near East (UNRWA) and works closely together with the European Union Special Representative (EUSR) for the MEPP. The Delegation is in charge of implementing EU programmes and projects for Palestinian state-building, basic service delivery and ensures coherence between the EU's political objectives and its financial programmes, tools and instruments, including humanitarian aid, for an approximate amount of €325 million per year (for the period 2017-2020).

Experience in managing crisis situations is an asset.

Knowledge of Arabic is an asset.

Place of employment: East Jerusalem.

11. Deputy Head of Delegation to WTO GENEVA (REF: EEAS/2020/DHOD-WTO GENEVA) – 4 year posting
Grade: EEAS AD9-14/TA AD12

The Deputy Head of Delegation assists the Head of Delegation in all tasks, including the management of all staff (EEAS and Commission: 29 staff, of whom 13 are officials) and financial resources (an administrative budget of approximately €4,9M).

The Mission's key area of work is trade within the framework of the EU's Common Commercial Policy. The Mission therefore works chiefly with the Commissioner for Trade and with the Commission's Directorate-General for Trade, without prejudice to Article 221(2) TFEU.

The candidate should have solid trade policy experience, a keen awareness of the linkages between trade policy and other policy areas, and ideally multilateral experience. Experience of international negotiations and of the institutional framework within which trade policy operates is important.

Knowledge of French is an asset.

Place of employment: Geneva, Switzerland