

## **END/SNE – JOB DESCRIPTION**

### **Job Framework**

**Job Title:** Seconded National Expert – Policy Advisor

**Job Location:** Strategic Policy Planning Division (STRATPOL)

**Job Number:** 237756

**Area of activity:** Political Affairs – Africa

**Category:** AD

**Duration of secondment:** 1 year renewable up to four years in total

### **Job Content**

The SNE will work in the Strategic Policy Planning Division (SG1-STRATPOL) a central service under the direct authority of the Secretary General. STRATPOL provides contextualised and comparative analysis on emerging challenges, policy making and overall steering on programming framework as well as direct political advice to the SG and the EEAS top management as well as to the High Representative.

#### **Overall purpose:**

- Provide contextualised and comparative analysis on emerging geo-political and geo-economic challenges and competition in Africa as part of STRATPOL's direct political advice to the HR and EEAS top management
- Contribute to strategic EU policy planning and policy making towards Africa incl. in preparation of the orientations for the next programming cycle of the Multiannual Financial Framework and preparations for post-Cotounou agreement (African Pillar).
- Contribute to EEAS Public Diplomacy efforts vis-à-vis the think tank community and the broader public in the area of responsibility.

#### **Functions and Duties:**

The SNE will work in the Strategic Policy Planning Division (which is under the direct authority of the EEAS SG):

- To advise and draft analyses / briefings on political and strategic matters including positioning of regional and global powers concerning *Africa (incl. from a continental and regional perspective)*
- To follow, analyse and report on the strategic aspects of political, social (incl. demography, migration, the role of religion), economic (incl. economic opportunities and economic diplomacy, natural resources) and security developments in *Africa*

- To prepare in-house strategic senior management meetings and guidance, such as EEAS policy platforms, in the area of responsibility
- To advise and support, including as appropriate, preparing and participating to meetings with European and international interlocutors.
- To follow and contribute to the works of the relevant Council Working Groups and Inter Service Groups.
- To prepare and participate to visits to geographic regions covered by EEAS top management, within the European Union and elsewhere.
- To closely liaise with other EU actors, including Member States representatives and the European Commission.
- To develop and maintain a wide network of contacts, in particular with relevant policy makers, Think Tanks, opinion shapers, academics in the area of responsibility, notably through outreach with African interlocutors.
- To keep the EEAS Top management apprised of emerging trends / thinking in the broader policy community in the area of responsibility
- To contribute to the wider horizontal tasks of STRATPOL

### **Job Requirements**

**Education and Training:** University diploma law, political science, economy, business administration or any other related issue

**Knowledge and Experience:** Experience of at least 5 years in the above mentioned areas at institutional level, analysis and reporting; in third countries (Embassy, International organization, NGO, etc.); Knowledge of EU institutions, related decisional processes, CFSP-CSDP, EU external action and related EU external policies (geographic and thematic); of geographic area in question and relevant regional integration processes

### **Skills**

**Intellectual skills:** Solid analytical capability at strategic level, as well as drafting and reporting skills. Rapid grasp of problems and capacity to identify issues and propose options and sound policy recommendations.

**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 and multilingual environment.

**Interpersonal skills:** Teamwork. Proven Negotiating, Coordination and public communication skills.

### **Personal Qualities**

Dynamic. Motivated and flexible personality, with intellectual curiosity and versatility. Capacity to adapt quickly to new situations and deal with new challenges.