

**JOB DESCRIPTION FORM cost-free SNE**  
ISP.2 – job no. 303129

**I. IDENTIFICATION OF THE JOB**

Type of post:	Seconded National Expert
Job title:	Policy Officer: conflict analysis and prevention
Entity:	Integrated Approach for Security and Peace Directorate Conflict prevention and mediation support Division, ISP.2
Specialised post:	Yes
Security clearance:	SECRET EU

**II. TASKS**

Under the authority of the Head of Division of ISP.2 (Conflict Prevention and Mediation Support) within the Directorate Integrated Approach for Security and Peace, and in cooperation with other Directorates within the European External Action Service (EEAS), the expert will provide conflict prevention expertise and carry out the tasks outlined below:

- Follow up, monitor, assess and / or analyse policy activities within the EEAS and /or in other Directorates General in the area of Conflict Prevention and Peace-building.
- Co-ordinate and / or contribute to the coherence of new policy development activities and / or their implementation with the political objectives and priorities of the EEAS.
- Co-ordinate knowledge management initiatives in the area of Conflict Prevention and Peace Building, in particular through a Community of Practice to serve as a conduit to share best practice and knowledge tools
- Analyse the conflict risks in selected countries and advise on policy options to prevent and mitigate conflicts.
- Closely cooperate with the European Commission on these files
- Provide peace and conflict advice to various actors within the EU (delegations, geo-desks, Member States);
- Provide briefings for EEAS hierarchy in the field of conflict prevention.

ISP.2 is the focal point for the EEAS – in complementarity with CSDP, geographic and horizontal services – for EU responses along the conflict cycle, including conflict analysis, early warning, conflict prevention and peacebuilding, mediation, security sector reform and the rule of law, crisis management & response and stabilisation.

As a member of the conflict prevention team the expert will lead in designing and facilitating conflict analyses and supporting regional departments and EU Delegations with strategic and operational advice.

### III. QUALIFICATIONS AND EXPERIENCE REQUIRED

- University diploma law, political science, economy, business administration or any other related issue.
- At least 3 years of experience in the field of conflict prevention, conflict sensitivity and peacebuilding.
- Knowledge of EU institutions or related decision processes, experience in EU Delegations or Member State embassies.

### IV. CONDITIONS/ SKILLS REQUIRED

<u>Linguistic skills:</u>	Thorough knowledge (capacity to write and speak) in English is required. French is useful to work in HQ and with the Commission.
<u>Communication skills:</u>	Capacity to work and communicate under time constraints in an international diplomatic and multilingual environment. Capacity to communicate technical or specialised information and to advise senior members of staff and Mediators.
<u>Interpersonal skills:</u>	Teamwork. Coordination and communication skills.
<u>Intellectual skills:</u>	Solid analytical capability as well as drafting and reporting skills. Rapid grasp of problems and capacity to identify issues and solutions.
<u>Personal qualities:</u>	Dynamic and entrepreneurial. Motivated and flexible personality that is able to work proactively and in teams. Must be willing to travel, including to difficult environments.
<u>Management skills:</u>	Important for person to be able to coordinate (ad-hoc) teams (also for projects and missions).

### 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.