

EUROPEAN EXTERNAL ACTION SERVICE



Sven Koopmans

**European Union Special Representative
for the Middle East Peace Process**

ANNEX I

Advertisement for the secondment of a Political Adviser
to the EU Special Representative for the Middle East Peace Process (**Jerusalem based**)

Organisation:	EU Special Representative for the Middle East Peace Process
Job Location:	Jerusalem/Tel Aviv
Availability:	As soon as possible , after selection and until 28 February 2025
Contract Regime:	Secondment for the post of Political Adviser to the EUSR for the Middle East Peace Process (Jerusalem based)
Job Titles/Vacancy Reference:	Political Adviser
Number of posts:	One post
Deadline for applications:	19 March 2023
Email address to send the CV and motivation letter :	EUSR-MEPP@eeas.europa.eu
Additional information:	EUSR-MEPP@eeas.europa.eu

The EU Special Representative for the Middle East Peace Process kindly requests Member States, the institutions of the European Union and the EEAS to consider the secondment of one staff member for the post of Political Adviser to the EU Special Representative for Middle East Peace Process (Jerusalem based with frequent travel to Tel Aviv), according to the described requirements and information provided below:

1. Essential requirements

Citizenship - Citizen of a Member State of the European Union (EU) and enjoying full rights as a citizen.

Integrity - The candidate must maintain the highest standards of personal integrity, impartiality and self-discipline. Candidates are not allowed to provide or discuss any information or document as a result of access to classified and/or sensitive information related to the mission or respective tasks and activities. The candidate shall carry out their duties and act in the interests of the mission.

Education and professional experience - The candidate is expected to have a Master degree in a relevant field and at least eight years of relevant international professional experience (diplomacy, political, legislative experience, fieldwork or political analysis). The candidate must have experience working for a diplomatic or international mission abroad. Experience in conflict-sensitive environment is an asset. The candidate must have a practical, pragmatic, and professional approach.

Physical and mental health - The candidate must be physically fit and in good health.

Negotiation and relational skills - The candidate must have excellent negotiating skills and the ability to work professionally in a stressful and diverse environment. The ability to work in a demanding, deadline driven environment and to establish and maintain effective working relationships with people of different national and cultural backgrounds is crucial.

Flexibility and adaptability - The candidate must be able to work in potentially arduous conditions with a limited network of support. He or she must be able to work independently, be creative and pro-active. Strong interpersonal and communication skills are required. Good networking abilities are a must.

Ability to communicate effectively in English- The candidate must be fully fluent in English, both written and oral.

Computer skills - Skills in word processing, spreadsheets and email systems are essential, as is knowledge of social and political networking tools.

Driver's license / travel – Holding a driver's license is a prerequisite. The Political Adviser will work out of the Office of the European Union Representative in East Jerusalem and the EU Delegation in Tel Aviv. S/he will regularly participate in field visits to the West Bank and Gaza. When appropriate, the Political Adviser will support the EUSR on travels to third countries.

2. Recommended requirements or experience

Diplomatic or EU official status.

Knowledge of the EU institutions and the EEAS.

International experience - To have diplomatic experience, including in conflict settings.

Language skills - In addition to English, a good knowledge of French, Arabic or Hebrew will be an asset.

3. Job description

The EUSR is looking for an experienced, senior Political Adviser who can represent him and his office on the ground, who can liaise with resident Heads of Missions and can make substantive diplomatic, organizational, and intellectual contributions to implementing the EU's vision on the Middle East Peace Process.

Under the supervision of the EUSR and in conjunction with two Political Advisers based in Brussels, the Political adviser will, among other things:

- Coordinate the incoming missions of the EUSR to Israel and the Palestinian Territory, in cooperation with the EU offices. When appropriate, the adviser will also support the EUSR to visits to the region or to third countries.
- Represent as necessary and appropriate the office of the EU Special Representative in Israel and the Palestinian Territory during the absence of the EUSR.
- Report on and analyze developments in relation to the Middle East Peace Process and provide political, diplomatic, and strategic advice.
- Contribute to briefings, speeches, missions and meetings related reports for the EUSR, in close cooperation with the European External Action Service (EEAS), as appropriate.
- Establish a sound working relationship with counterparts (in particular with officials on both sides and civil society).
- Liaise with Heads of Missions in Jerusalem and Tel Aviv.
- Maintain close contact with CSDP missions EUBAM Rafah and EUPOL COPPS .
- Maintain close contact with other international partners.
- Perform other duties as and when required.