

EEAS Vacancy Notice

Seconded National Expert in the Peace, Partnerships & Crisis Management Directorate (MD-PSD.PCM)

Policy Officer/Strategic Planner in MD-PSD.PCM.3/ Europe sector

CO-FINANCED

AD level post

Job No 515997

We are:

The European External Action Service (EEAS) supports the High Representative in the exercise of her mandate to conduct and implement an effective and coherent EU Common Foreign and Security Policy (CFSP), of representing the EU and of chairing the Foreign Affairs Council. It also supports the High Representative in her capacity as Vice-President of the Commission with regard to her responsibilities within the Commission in the external relations field including the coordination of other aspects of the EU's external action. The EEAS works in close cooperation with the General Secretariat of the Council, the services of the Commission and the Secretariat General of the European Parliament.

We propose:

The position of co-financed Seconded National Expert

Job title: Policy Officer-Strategic Planner for EU CSDP mission and operations in Europe

Entity: Strategic Planning for Crisis Management (MD-PSD.PCM.3)

Functions and Duties:

- Conduct planning at politico-strategic level. Develop strategic planning documents (option papers, Crisis Management Concepts, strategic analysis papers) with a specific focus on the Western Balkans region and to that end, coordinate inputs from other relevant EU interlocutors;
- Contribute to the operational planning and the conduct phase;
- Draft notes and all other documents related to activities for which the team is responsible, in particular strategic planning documents;
- Contribute to the development of horizontal concept and policy initiatives pertaining to CSDP missions and operations;
- Elaborate and contribute towards the definition of CSDP policies with the objective of ensuring strategic political coherence in bilateral and/or multilateral relations;
- Analyze, follow-up and give updates on the political, economic, military, and/or humanitarian situation for CSDP missions and operations in the Europe sector with a specific focus on the Western Balkans region;
- Liaise and coordinate with CSDP missions/operations on strategic aspects;
- Assist with the preparation of meetings of the Council and of its preparatory working parties;
- Coordinate the preparation and the conduct of meetings at strategic planning level with international organizations such as the UN, NATO, third states, host nations and potential OHQ's;
- Lead and conduct or participate in missions in the field and be responsible for preparing relevant draft reports;
- Coordination with other international organizations and with the host countries;
- Attend meetings of the Political and Security Committee and the preparatory groups/Working Parties on these subjects;
- Other tasks and duties including reinforcing other sectors of the division in the interest of the service.

We are looking for:

The European External Action Service (EEAS) is seeking a dynamic, proactive and highly motivated colleague with strong analytical, drafting, communication skills and with a developed sense of service as well as a strong knowledge and experience in the areas of responsibility.

The candidate should have a good understanding of EU policy-making and decision-making processes, and an understanding of inter-institutional relations as well as have relevant political experience in the proposed areas. The candidate should have an excellent understanding of EU crisis management procedures.

Having experience in a multinational environment and familiarity with EU civilian and/or military missions or operations is highly recommended.

The candidate will be working in a friendly and dynamic environment. He/she will have to work in an international and multicultural environment in close synergy with Member States and EU institutions.

Legal basis:

- This vacancy is to be filled in accordance with the EEAS Decision of the High Representative of the Union for Foreign Affairs and Security Policy HR DEC(2014) 01 of 04/02/2014 establishing the rules applicable to National Experts seconded to the European External Action Service.

Eligibility criteria:

Candidates must:

- a) Be drawn from public administrations in Member States, from international organisations or, only in exceptional cases and with prior authorisation from other sources;
- b) Have at least three years' full-time experience of administrative, scientific, technical, advisory or supervisory functions equivalent to those of function groups AD or AST as defined in the Staff Regulations of Officials of the European Union and the Conditions of Employment of other servants of the Union¹ or, where justified in the interests of the service, professional training of an equivalent level.²;
- c) Have a thorough knowledge of one Union language and a satisfactory knowledge of a second language for the performance of his/her duties;
- d) Have a security clearance of minimum level **EU-SECRET/SECRET-UE** for the functions that he/she will carry out; [Decision ADMIN\(2023\) 18 on the security rules for the European External Action Service](#)
- e) Remain in the service of the employer throughout the period of secondment and shall be paid by that employer;
- f) Remain subject to the social security legislation applicable to the public administration, international administration or entity which employs the SNE and which will assume responsibility for expenses incurred abroad. In case of posting to an EU Delegation, the employer certifies that the SNE is covered for medical expenses incurred at the place of secondment, as well as costs of repatriation on health grounds throughout the full period of secondment;

¹ Regulation (EEC, Euratom, ECSC) No 259/68 of the Council of 29 February 1968 (OJ L 56, 4.3.1968, p.1) and successive amendments.

² Staff Regulations of Officials (SR) and the Conditions of Employment of Other Servants of the European Union (CEOS). For reference, see: <https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1570023902133&uri=CELEX:01962R0031-20190101>

- g) Ensure that there is no conflict of interest and that he/she will, at all times, safeguard the independence and coherence of EU foreign policy as well as the integrity and confidentiality of EU documentation, information and procedures.

Selection criteria:

A. Qualifications and experience required

- University diploma;
- At least six full time years proven, pertinent professional experience in the field of crisis management including, ideally, some professional experience in multinational organisations at strategic and political level;
- Have experience and knowledge of CFSP and CSDP;
- Practical experience of planning at a strategic level, notably have a thorough understanding of political and legal dimensions of crisis management process;
- Deployment within a CSDP/NATO/UN/OSCE mission/operation as well as knowledge of the EU's functioning in general and of CSDP in particular would be an asset;
- Have an excellent ability to maintain diplomatic relations and to ensure representation, communication in a complex, multicultural environment;
- Good computer skills are essential, notably in word processing.

B. Skills required

- have the ability to remain objective in complex scenarios and to display sensitivity and sound judgement;
- be proactive, demonstrate sense of initiative;
- have good organisational skills, the ability to work under pressure and with tight deadlines and to manage multiple tasks and unexpected demands;
- have excellent drafting and communication skills;
- have excellent negotiating skills in a multinational environment;
- have the ability to work professionally as a member of the division, in mixed-composition task forces and working groups, in an interesting but challenging environment with sometimes unpredictable working hours. A willingness to travel frequently to mission areas is also essential;
- good computer skills are essential, notably in word processing, spreadsheets, presentations software, Internet / Intranet and email systems. Knowledge of other IT tools would be an asset;
- national security clearance at SECRET UE level. Such clearance needs to be obtained from the competent authorities before secondment to the European External Action Service. It must be valid for the entire period of secondment. In its absence, the EEAS reserves the right to refuse the secondment as a national expert.

C. Languages

- thorough knowledge of one EU working language and satisfactory knowledge of another one are required; in practical terms, in order to perform required duties, that means an excellent command of written and spoken English, in particular good report-writing skills; good knowledge of written and spoken French is desirable;

D. Personal Qualities

- maintain the highest standards of personal integrity, impartiality and self-discipline. The expert must exercise the greatest discretion with regard to all facts and information coming to his/her knowledge in the performance of his/her duties;
- possess dynamic motivated and flexible personality Be able to adapt quickly to new situations and deal with new challenges, including missions in conflict area.

Equal opportunities

- The EEAS is committed to an equal opportunities policy for all its staff and applicants. The EEAS is committed to promoting gender equality and to preventing discrimination on any grounds. It actively welcomes applications from all qualified candidates from diverse backgrounds and from the broadest possible geographical basis amongst the EU Member States. We aim at a service which is truly representative of society, where each staff member feels respected, is able to give their best and can develop their full potential.
- Candidates with disabilities are invited to contact SNE-CSDP@eeas.europa.eu in order to accommodate any special needs and provide assistance to ensure the possibility to pass the selection procedure with equal opportunities as other candidates. If a candidate with a disability is selected for a vacant post, the EEAS is committed to providing reasonable accommodation in accordance with Art 1(d) (4) of the Staff Regulations.

Conditions of secondment

SNEs shall remain in the service of their employer throughout the period of secondment and shall continue to be paid by that employer. The EEAS will provide for the allowances in order to contribute to cover the SNE's living expenses in the place of secondment on a flat-rate basis. These allowances shall not be construed as remuneration paid by the EEAS.

Duration of the secondment: Initial period up to two years, renewable up to 4 years

Co-financed SNEs shall be entitled to:

- daily allowance (**45.16 €/per calendar day for the distance 0-150km or 180.65 €/calendar day for the distance >150 km³**) throughout the period of secondment;
- monthly allowance calculated on the basis of the distance between the place of origin (the employer's head office) and the place of secondment (**between 0 to 1019.33 €/month⁴**);
- reimbursement of travels take up duties/end of secondment on a flat-rate basis (if not paid by the employer).

The EEAS will cover:

- costs of professional travels (missions) incurred by the SNE posted in the EEAS HQ;
- accident insurance 24/7 for SNE (not family members).

Other expenses such as removal costs, allowances, salary, insurance, schooling (while the SNE maintains the right to enrol the children in an [European School Type I](#))^[5] and costs related to the enrolment to the Interinstitutional nurseries or the After-school centre managed by the early childhood

³ Daily allowance Decision of the Director General for Budget and Administration of the European External Action Service adjusting the allowances provided for in Decision HR DEC(2014) 01 of 4 February 2014 - ADMIN(2026) 1 of 19/01/2026

⁴ Monthly allowance Decision of the Director General for Budget and Administration of the European External Action Service adjusting the allowances provided for in Decision HR DEC(2014) 01 of 4 February 2014 - ADMIN(2026) 1 of 19/01/2026

^[5] <https://www.eursc.eu/en/Accredited-European-Schools/About>

centre of the European Commission shall not be covered by the EEAS. However, in case the SNE makes use of these two facilities for their dependent children, the EEAS shall recover any invoiced cost (including the institutional and the parental contribution) from the Seconded National Expert concerned on a yearly basis. For further information, please contact RM-01-COORDINATION@eeas.europa.eu.

Vacancy available from: immediately

Place of secondment: Brussels, Belgium

For further information, please contact:

Administrative questions: SNE-CSDP@eeas.europa.eu

Selection and profile related questions: **Gil ROSTAIN**, Head of Division, +32 2 584 1745 [email:](mailto:gil.rostain@eeas.europa.eu)
gil.rostain@eeas.europa.eu

EEAS Vacancy Notice

Seconded National Expert in the Directorate for AMERICAS

Desk Officer, South America Division (AMERICAS.3)

COST-FREE

AD level post

Job No 456928

We are:

The European External Action Service (EEAS) supports the High Representative in the exercise of her mandate to conduct and implement an effective and coherent EU Common Foreign and Security Policy (CFSP), of representing the EU and of chairing the Foreign Affairs Council. It also supports the High Representative in her capacity as Vice-President of the Commission with regard to her responsibilities within the Commission in the external relations field including the coordination of other aspects of the EU's external action. The EEAS works in close cooperation with the General Secretariat of the Council, the services of the Commission and the Secretariat General of the European Parliament.

We propose:

The post of a "cost-free" Seconded National Expert on the position of Desk Officer for Venezuela in the South America Division of the EEAS (AMERICAS.3).

The successful candidate will be assigned overall responsibility for relations with Venezuela.

Functions and Duties:

Under the authority of the Head of Division of AMERICAS.3, the Seconded National Expert/Planner is expected to perform the following tasks:

- contribute to the definition and implementation of EU strategies and policies towards the country(ies)/organisation(s) in question;
- support bilateral, regional, sector and thematic relations including the preparation of analysis, briefings, speeches and presentations;
- liaise with the authorities of the country(ies) in question and its/their diplomatic representatives;
- coordinate and support the efforts of relevant stakeholders including EU Delegations, Commission DGs, the European Parliament and other EU institutions;
- liaise with and brief, when necessary, the relevant Working Groups of the Council;
- monitor and report on issues of relevance for EU relations with these countries, in particular human rights, governance and security, and liaise with civil society representatives;
- cooperate with other Desk Officers in the Division ensuring effective back-up as required.

We are looking for:

The European External Action Service (EEAS) is seeking a dynamic, proactive and highly motivated colleague with strong analytical and networking skills to occupy the post of Seconded National Expert (SNE).

The candidate should have a good understanding of EU policy-making and decision-making processes, and an understanding of inter-institutional relations as well as have relevant political experience in the

proposed areas. The candidate will be working in a friendly and dynamic environment and contribute to the work of MD AMERICAS. He/she will have to work in an international and multicultural environment in close synergy with Member States and EU institutions.

Legal basis:

- This vacancy is to be filled in accordance with the EEAS Decision of the High Representative of the Union for Foreign Affairs and Security Policy HR DEC(2014) 01 of 04/02/2014 establishing the rules applicable to National Experts seconded to the European External Action Service.

Eligibility criteria:

Candidates must:

- a) Be drawn from public administrations in Member States, from international organisations or, only in exceptional cases and with prior authorisation from other sources;
- b) Have at least three years' full-time experience of administrative, scientific, technical, advisory or supervisory functions equivalent to those of function groups AD or AST as defined in the Staff Regulations of Officials of the European Union and the Conditions of Employment of other servants of the Union or, where justified in the interests of the service, professional training of an equivalent level.¹;
- c) Have a thorough knowledge of one Union language and a satisfactory knowledge of a second language for the performance of his/her duties;
- d) Have a security clearance of minimum level **EU-SECRET/SECRET-UE** for the functions that he/she will carry out;
- e) Remain in the service of the employer throughout the period of secondment and shall be paid by that employer;
- f) Remain subject to the social security legislation applicable to the public administration, international administration or entity which employs the SNE and which will assume responsibility for expenses incurred abroad. In case of posting to an EU Delegation, the employer certifies that the SNE is covered for medical expenses incurred at the place of secondment, as well as costs of repatriation on health grounds throughout the full period of secondment;
- g) Ensure that there is no conflict of interest and that he/she will, at all times, safeguard the independence and coherence of EU foreign policy as well as the integrity and confidentiality of EU documentation, information and procedures.

Selection criteria:

Candidates should:

A. Professional knowledge

- Have professional experience of at least 3 years, preferably in the Ministry of Foreign Affairs.
- Have extensive knowledge of the above mentioned policy areas are required, including knowledge of the Latin America region.
- experience of working in an Embassy, a Delegation (or equivalent in an international organisation);

¹ Staff Regulations of Officials (SR) and the Conditions of Employment of Other Servants of the European Union (CEOS). For reference, see: <https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1570023902133&uri=CELEX:01962R0031-20190101>

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B. Skills

- have an excellent ability to maintain diplomatic relations and to ensure representation, communication in a complex, multicultural environment;
- have an excellent capacity to create constructive working relations with national authorities, international organisations and EU Member States;
- have strong drafting, communication and analytical skills combined with sound judgement;
- have excellent knowledge of external relations, internal policies and functioning of the Union;
- experience of working in a team in multi-disciplinary and multi-cultural environment;
- – a strong sense of organisation and experience in policy coordination work;
- – experience of negotiations

C. Languages

- A thorough knowledge (capacity to write and speak) in English is required in addition to the languages of the CFSP, very good command of Spanish would be a strong asset..

D. Personal Qualities

- Be dynamic. Motivated and flexible personality. Able to adapt quickly to new situations and deal with new challenges.

Equal opportunities

- The EEAS is committed to an equal opportunities policy for all its staff and applicants. The EEAS is committed to promoting gender equality and to preventing discrimination on any grounds. It actively welcomes applications from all qualified candidates from diverse backgrounds and from the broadest possible geographical basis amongst the EU Member States. We aim at a service which is truly representative of society, where each staff member feels respected, is able to give their best and can develop their full potential.
- Candidates with disabilities are invited to contact SNE-HQ@eeas.europa.eu in order to accommodate any special needs and provide assistance to ensure the possibility to pass the selection procedure with equal opportunities as other candidates. If a candidate with a disability is selected for a vacant post, the EEAS is committed to providing reasonable accommodation in accordance with Art 1d.4 of the Staff Regulations.

Conditions of secondment

SNEs shall remain in the service of their employer throughout the period of secondment and shall continue to be paid by that employer.

Other expenses such as removal costs, allowances, salary, insurance, schooling (while the SNE maintains the right to enrol the children in an European School Type I)[1] and costs related to the enrolment to the Interinstitutional nurseries or the After-school centre managed by the early childhood centre of the European Commission shall not be covered by the EEAS. However, in case the SNE makes use of these two facilities for their dependent children, the EEAS shall recover any invoiced cost (including the institutional and the parental contribution) from the Seconded National Expert concerned on a yearly basis. For further information, please contact RM-01-COORDINATION@eeas.europa.eu

Duration of the secondment: 2 years, renewable up to 4 years in total

Vacancy available from: 1 August 2026

Place of secondment: Brussels, Belgium

For further information, please contact:

SNE-HQ@eeas.europa.eu



EEAS Vacancy Notice

Seconded National Expert in the Civilian Operations Headquarters Directorate (DSG-DEF.MD-CIVOPSHQ.OFFICE)

Policy Officer- Chief inspector

COST-FREE

AD level post

Job No 503473

We are:

The European External Action Service (EEAS) supports the High Representative in the exercise of her mandate to conduct and implement an effective and coherent EU Common Foreign and Security Policy (CFSP), of representing the EU and of chairing the Foreign Affairs Council. It also supports the High Representative in her capacity as Vice-President of the Commission with regard to her responsibilities within the Commission in the external relations field including the coordination of other aspects of the EU's external action. The EEAS works in close cooperation with the General Secretariat of the Council, the services of the Commission and the Secretariat General of the European Parliament.

The Civilian Operations Headquarters (CivOpsHQ) is the permanent structure supporting the Civilian Operations Commander/Managing Director (MD). The Civilian Operations Commander is the commander at the strategic level of currently 13 civilian CSDP crisis management missions and provides strategic guidance and direction to the Heads of Mission. The Civilian Operations Commander reports directly to the High Representative for Foreign Affairs and Security Policy and through her to the Council of the EU. Under the political control and strategic direction of the Political and Security Committee and the overall authority of the High Representative, the Civilian Operations Commander ensures the effective planning and conduct of civilian CSDP crisis management missions, as well as the proper implementation of all mission-related tasks as well as the discharge of the duty of care.

We propose:

The successful candidate will join the MD/DMD Office division directly attached to the Managing Director of the Civilian Operations Headquarters (CivOpsHQ). CivOpsHQ MD/DMD Office provides direct support to the Managing Director and Deputy Managing Director in critical areas of Mission command and control, including legal and political advice, internal Mission processes, leadership expertise, strategic communication, human resources, as well as administrative and secretariat functions.

Functions and Duties:

- Implement performance assessment/Internal Support Review (ISR) methodologies specific to Missions' objectives and contexts;
- Develop a permanent methodology based on previous pilot cases and similar assessments;
- Align CIVOPSHQ performance assessments with other work strands for cohesion (impact evaluations, audits, strategic reviews);
- Oversee performance data collection via surveys, interviews, and field visits;
- Participate to ISR missions, contributing to comprehensive evaluation reports;
- Select experts for assessment teams and build an internal roster of experts;
- Based on evaluation results, contribute to refine mission internal processes, ensuring good coordination between Missions and CIVOPSHQ;
- Coordinate with CIVOPSHQ geographical and thematic divisions, other EEAS divisions, Civilian Missions and also EU Delegations, providing guidance and information to Civilian Missions and EEAS HQ;
- Work closely with other EEAS services (DSG GII.GOV, PCM, SECDEFPOL, DG EUMS) and ensure close coordination with DSG GII.GOV inspection service;

- Channel findings to stakeholders (CIVOPSHQ and EEAS hierarchy, inspected Missions, Member States in CIVCOM);
- Provide training and mentorship on performance assessment to Missions and CIVOPSHQ, fostering a learning and accountability culture;
- Act as focal point for enquiries on performance assessment / ISR of civilian CSDP Missions.

We are looking for:

The European External Action Service (EEAS) is seeking a dynamic, proactive and highly motivated colleague with strong analytical and networking skills to occupy the post of Seconded National Expert (SNE). The candidate should have a good understanding of EU policy-making and decision-making processes, and an understanding of inter-institutional relations as well as have relevant experience in the areas of responsibility. He/she will have to work in an international and multicultural environment in close synergy with Member States and EU institutions.

Legal basis:

- This vacancy is to be filled in accordance with the EEAS Decision of the High Representative of the Union for Foreign Affairs and Security Policy HR DEC(2014) 01 of 04/02/2014 establishing the rules applicable to National Experts seconded to the European External Action Service.

Eligibility criteria:

Candidates must:

- a) Be drawn from public administrations in Member States, from international organisations or, only in exceptional cases and with prior authorisation from other sources;
- b) Have at least three years' full-time experience of administrative, scientific, technical, advisory or supervisory functions equivalent to those of function groups AD or AST as defined in the Staff Regulations of Officials of the European Union and the Conditions of Employment of other servants of the Union¹ or, where justified in the interests of the service, professional training of an equivalent level.²;
- c) Have a thorough knowledge of one Union language and a satisfactory knowledge of a second language for the performance of his/her duties;
- d) Have a security clearance of minimum level **EU-SECRET/SECRET-UE** for the functions that he/she will carry out; Decision ADMIN(2025)42 on the security rules for the European External Action Service_
- e) Remain in the service of the employer throughout the period of secondment and shall be paid by that employer;
- f) Remain subject to the social security legislation applicable to the public administration, international administration or entity which employs the SNE and which will assume responsibility for expenses incurred abroad. In case of posting to an EU Delegation, the employer certifies that the SNE is covered for medical expenses incurred at the place of secondment, as well as costs of repatriation on health grounds throughout the full period of secondment;
- g) Ensure that there is no conflict of interest and that he/she will, at all times, safeguard the independence and coherence of EU foreign policy as well as the integrity and confidentiality of EU documentation, information and procedures.

¹ Regulation (EEC, Euratom, ECSC) No 259/68 of the Council of 29 February 1968 (OJ L 56, 4.3.1968, p.1) and successive amendments.

² Staff Regulations of Officials (SR) and the Conditions of Employment of Other Servants of the European Union (CEOS). For reference, see: <https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1570023902133&uri=CELEX:01962R0031-20190101>

Selection criteria:

A. Qualifications and experience required

- university diploma;
- ten years' relevant professional experience in the area of policing, security sector, rule of law and ideally professional experience in multinational organisations;
- have experience and knowledge of CFSP and CSDP;
- an experience in internal auditing or a posting in a CSDP Mission would be an asset.

B. Skills required

- have the ability to remain objective in complex scenarios and to display sensitivity and sound judgement;
- have good organisational skills, the ability to work under pressure and with tight deadlines and to manage multiple tasks and unexpected demands;
- have excellent drafting and communication skills;
- have excellent negotiating skills in a multinational environment;
- have the ability to work professionally as a member of the division, in mixed-composition task forces and working groups, in an interesting but challenging environment;
- good computer skills are essential, notably in word processing, spreadsheets, presentations software, Internet / Intranet and email systems. Knowledge of other IT tools would be an asset.
- national security clearance at SECRET UE level. Such clearance needs to be obtained from the competent authorities before secondment to the European External Action Service. It must be valid for the entire period of secondment. In its absence, the EEAS reserves the right to refuse the secondment as a national expert.

C. Languages

- thorough knowledge of one EU working language and satisfactory knowledge of another one are required; in practical terms, in order to perform required duties, that means an excellent command of written and spoken English, in particular good report-writing skills; good knowledge of written and spoken French is desirable;

D. Personal Qualities

- maintain the highest standards of personal integrity, impartiality and self-discipline. The expert must exercise the greatest discretion with regard to all facts and information coming to his/her knowledge in the performance of his/her duties;
- possess dynamic motivated and flexible personality Be able to adapt quickly to new situations and deal with new challenges, including missions in conflict area.

Equal opportunities

- The EEAS is committed to an equal opportunities policy for all its staff and applicants. The EEAS is committed to promoting gender equality and to preventing discrimination on any grounds. It actively welcomes applications from all qualified candidates from diverse backgrounds and from the broadest possible geographical basis amongst the EU Member States. We aim at a service which is truly representative of society, where each staff member feels respected, is able to give their best and can develop their full potential.
- Candidates with disabilities are invited to contact SNE-CSDP@eeas.europa.eu in order to accommodate any special needs and provide assistance to ensure the possibility to pass the selection procedure with equal opportunities as other candidates. If a candidate with a disability

is selected for a vacant post, the EEAS is committed to providing reasonable accommodation in accordance with Art 1(d) (4) of the Staff Regulations.

Conditions of secondment

Cost-free SNEs shall remain in the service of their employer throughout the period of secondment and shall continue to be paid by that employer.

Duration of the secondment: Initial period up to two years, renewable up to four years.

The EEAS will cover:

- costs of professional travels (missions) incurred by the SNE posted in the EEAS HQ;
- accident insurance 24/7 for SNE (not family members).

Other expenses such as removal costs, allowances, salary, insurance, schooling (while the SNE maintains the right to enrol the children in an European School Type I)[3] and costs related to the enrolment to the Interinstitutional nurseries or the After-school centre managed by the early childhood centre of the European Commission shall not be covered by the EEAS. However, in case the SNE makes use of these two facilities for their dependent children, the EEAS shall recover any invoiced cost (including the institutional and the parental contribution) from the Seconded National Expert concerned on a yearly basis. For further information, please contact RM-01-COORDINATION@eeas.europa.eu.

Vacancy available from: immediately

Place of secondment: Brussels, Belgium

For further information, please contact:

Administrative questions: SNE-CSDP@eeas.europa.eu

Selection and profile related questions: Olivier BAOUR Acting Head of Division, +32 2 584 5149
olivier.baour@eeas.europa.eu

EUROPEAN EXTERNAL ACTION SERVICE



DG Resource Management
The Director-General

Brussels,
EEAS.DG RM.BHR.3/anv

To Permanent Representatives of the
Member States of the European Union

Your Excellency,

I am pleased to inform you that we are looking for one “cost-free” national expert (SNEs) for secondment to the POL.ASIAPAC.2- Afghanistan and Pakistan Division, pursuant to the Decision of the High Representative of 4 February 2014 establishing the rules applicable to SNEs¹.

I would be obliged if you could forward the enclosed profiles to the various relevant Ministries in order to generate adequate applications.

Permanent Representations are kindly requested to send applications by e-mail to the EEAS.RM.BHR.3 Division, “Selection & recruitment of staff”: SNE-HQ@eeas.europa.eu.

Candidates shall draft their **CV and a motivation letter** in English or in French in a PDF or Word version, following the European CV form, which can be found at the following internet address: <http://europass.cedefop.europa.eu/en/documents/curriculum-vitae>.

Only applications received in the above-mentioned format **by 11 August 2026 noon** (Brussels time) will be considered for this call for applications.

Applications will be examined by my services, which will organise the interviews as soon as possible.

¹ Decision of the High Representative of 4 February 2014 establishing the rules applicable to National Experts Seconded to the European External Action Service

Please note that the delivery of a security clearance (minimum level EU SECRET/SECRET UE) is a prerequisite for this posting in the EEAS.

I would like to invite you to draw the attention of the various relevant Ministries and services to the proper treatment of personal data and inform them that the EEAS implements data protection rules according to Regulation (EU) 2018/1725 of the European Parliament and of the Council.

Consequently, possible applicants should be informed that their CV will be circulated to the EEAS services involved in the selection and management of their possible secondment, as well as within the Division concerned.

Thank you very much for your cooperation.

Yours sincerely,

[e-signed]
Kristin de PEYRON

Enc.: – Vacancy Notice

Cc: G. Bertrand, Head of Division, POL.ASIAPAC.2
E. Kaikkonen, Deputy Head of Division, POL.ASIAPAC.2
U. Hauer, Head of Division, RM.BHR.3
C. Osti, Head of Sector, RM.BHR.3

EUROPEAN EXTERNAL ACTION SERVICE



DG Resource Management
The Director-General

Brussels,
EEAS.DG RM.BHR.3/anv

To Permanent Representatives of the
Member States of the European Union

Your Excellency,

I am pleased to inform you that we are looking for two “cost-free” national experts (SNEs) for secondment to the POL.MENA.6 – Iran Division, pursuant to the Decision of the High Representative of 4 February 2014 establishing the rules applicable to SNEs¹.

I would be obliged if you could forward the enclosed profiles to the various relevant Ministries in order to generate adequate applications.

Permanent Representations are kindly requested to send applications by e-mail to the EEAS.RM.BHR.3 Division, “Selection & recruitment of staff”: SNE-HQ@eeas.europa.eu.

Candidates shall draft their **CV and a motivation letter** in English or in French in a PDF or Word version, following the European CV form, which can be found at the following internet address: <http://europass.cedefop.europa.eu/en/documents/curriculum-vitae>.

Only applications received in the above-mentioned format **by 13 August 2026 noon** (Brussels time) will be considered for this call for applications.

Applications will be examined by my services, which will organise the interviews as soon as possible.

¹ Decision of the High Representative of 4 February 2014 establishing the rules applicable to National Experts Seconded to the European External Action Service

Please note that the delivery of a security clearance (minimum level EU SECRET/SECRET UE) is a prerequisite for this post.

I would like to invite you to draw the attention of the various relevant Ministries and services to the proper treatment of personal data and inform them that the EEAS implements data protection rules according to Regulation (EU) 2018/1725 of the European Parliament and of the Council.

Consequently, possible applicants should be informed that their CV will be circulated to the EEAS services involved in the selection and management of their possible secondment, as well as within the Division concerned.

Thank you very much for your cooperation.

Yours sincerely,

[e-signed]
Kristin de PEYRON

Enc.: – Vacancy Notices

Cc: S.Brebant, Head of Division, POL.MENA.6
U. Hauer, Head of Division, RM.BHR.3
C. Osti, Head of Sector, RM.BHR.3

EUROPEAN EXTERNAL ACTION SERVICE



DG Resource Management
The Director-General

Brussels,
EEAS.DG RM.BHR.3

To Permanent Representatives of the
Member States of the European Union

Your Excellency,

I am pleased to inform you that we are looking for one 'co-financed' National Expert for secondment to the European External Action Service (EEAS), see vacancy notice enclosed, within the framework of the 04/02/2014 Decision of the High Representative and, more particularly, its Article 16.

This National Expert will be seconded to the Managing Directorate Civilian Operations Headquarters (DSG-DEF.MD-CIVOPSHQ).

I would be obliged if you could forward the enclosed profile to the various relevant Ministries as well as to PSC Ambassadors in order to generate adequate applications.

Applications should be sent by your Permanent Representation only by email to the Division EEAS.RM.BHR.3 'Selection and Recruitment' at the following address: SNE-CSDP@eeas.europa.eu, and not directly to DSG-DEF.MD-CIVOPSHQ Directorate.

Candidates shall draft their CV and a motivation letter in English or in French in a PDF or Word version, following the European CV form which can be found at the following internet address: <http://europass.cedefop.europa.eu/en/documents/curriculum-vitae>

Only applications received in the above mentioned format by **4 September 2026** will be considered for this call for applications.

My services will examine the applications and organise the selection interviews as soon as possible.

Please note that the possession of a security clearance (minimum level EU SECRET/SECRET UE) is required for this post.

I would like to invite you to draw the attention of the various relevant Ministries and services to the proper treatment of personal data and inform them that the EEAS implements data protection rules according to Regulation (EU) 2018/1725 of the European Parliament and of the Council. Consequently, possible applicants should be informed that their CV will be circulated to the EEAS services involved in the selection and management of their possible secondment.

Thank you very much for your cooperation.

Yours faithfully,

Kristin de PEYRON
<e-signed>

Encl.: - Decision of the High Representative of 04/02/2014;
 - Vacancy notice

Cc: S. Tomat, Managing Director MD-CIVOPSHQ

EUROPEAN EXTERNAL ACTION SERVICE



DG Resource Management
The Director-General

Brussels,
EEAS.DG RM.BHR.3

To Permanent Representatives of the
Member States of the European Union

Your Excellency,

I am pleased to inform you that we are looking for one 'cost-free' National Expert for secondment to the European External Action Service (EEAS), see vacancy notice enclosed, within the framework of the 04/02/2014 Decision of the High Representative and, more particularly, its Article 24.1.

This National Expert will be seconded to the Peace, Partnerships and Crisis Management Directorate (MD-PSD.PCM).

I would be obliged if you could forward the enclosed profile to the various relevant Ministries as well as to PSC Ambassadors in order to generate adequate applications.

Applications should be sent by your Permanent Representation only by email to the Division EEAS.RM.BHR.3 'Selection and Recruitment' at the following address: SNE-CSDP@eeas.europa.eu, and not directly to PCM Directorate.

Candidates shall draft their CV and a motivation letter in English or in French in a PDF or Word version, following the European CV form which can be found at the following internet address: <http://europass.cedefop.europa.eu/en/documents/curriculum-vitae>

Only applications received in the above mentioned format by **28 August 2026** will be considered for this call for applications.

My services will examine the applications and organise the selection interviews as soon as possible.

Please note that the possession of a security clearance (minimum level EU SECRET/SECRET UE) is required for this post.

I would like to invite you to draw the attention of the various relevant Ministries and services to the proper treatment of personal data and inform them that the EEAS implements data protection rules according to Regulation (EU) 2018/1725 of the European Parliament and of the Council. Consequently, possible applicants should be informed that their CV will be circulated to the EEAS services involved in the selection and management of their possible secondment.

Thank you very much for your cooperation.

Yours faithfully,

Kristin de PEYRON
<e-signed>

Encl.: - Decision of the High Representative of 04/02/2014;
 - Vacancy notice

Cc: C. Dobran, Director EEAS.MD-PSD.PCM

EUROPEAN EXTERNAL ACTION SERVICE



DG Resource Management
The Director-General

Brussels,
EEAS.DG RM.BHR.3

To Permanent Representatives of the
Member States of the European Union

Your Excellency,

I am pleased to inform you that we are looking for one 'cost-free' National Expert for secondment to the European External Action Service (EEAS), see vacancy notice enclosed, within the framework of the 04/02/2014 Decision of the High Representative and, more particularly, its Article 24.1.

This National Expert will be seconded to the Managing Directorate Civilian Operations Headquarters (DSG-DEF.MD-CIVOPSHQ).

I would be obliged if you could forward the enclosed profile to the various relevant Ministries as well as to PSC Ambassadors in order to generate adequate applications.

Applications should be sent by your Permanent Representation only by email to the Division EEAS.RM.BHR.3 'Selection and Recruitment' at the following address: SNE-CSDP@eeas.europa.eu, and not directly to DSG-DEF.MD-CIVOPSHQ.

Candidates shall draft their CV and a motivation letter in English or in French in a PDF or Word version, following the European CV form which can be found at the following internet address: <http://europass.cedefop.europa.eu/en/documents/curriculum-vitae>

Only applications received in the above mentioned format by **15 September 2026** will be considered for this call for applications.

My services will examine the applications and organise the selection interviews as soon as possible.

Please note that the possession of a security clearance (minimum level EU SECRET/SECRET UE) is required for this post.

I would like to invite you to draw the attention of the various relevant Ministries and services to the proper treatment of personal data and inform them that the EEAS implements data protection rules according to Regulation (EU) 2018/1725 of the European Parliament and of the Council. Consequently, possible applicants should be informed that their CV will be circulated to the EEAS services involved in the selection and management of their possible secondment.

Thank you very much for your cooperation.

Yours faithfully,

Kristin de PEYRON
<e-signed>

Encl.: - Decision of the High Representative of 04/02/2014;
 - Vacancy notice

Cc: S. Tomat, Managing Director MD-CIVOPSHQ

EUROPEAN EXTERNAL ACTION SERVICE



DG Resource Management
The Director-General

Brussels,
EEAS.DG RM.BHR.3

To Permanent Representatives of the
Member States of the European Union

Your Excellency,

I am pleased to inform you that we are looking for one 'cost-free' National Expert for secondment to the European External Action Service (EEAS), see vacancy notice enclosed, within the framework of the 04/02/2014 Decision of the High Representative and, more particularly, its Article 24.1.

This National Expert will be seconded to the Managing Directorate Civilian Operations Headquarters (DSG-DEF.MD-CIVOPSHQ).

I would be obliged if you could forward the enclosed profile to the various relevant Ministries as well as to PSC Ambassadors in order to generate adequate applications.

Applications should be sent by your Permanent Representation only by email to the Division EEAS.RM.BHR.3 'Selection and Recruitment' at the following address: SNE-CSDP@eeas.europa.eu, and not directly to DSG-DEF.MD-CIVOPSHQ.

Candidates shall draft their CV and a motivation letter in English or in French in a PDF or Word version, following the European CV form which can be found at the following internet address: <http://europass.cedefop.europa.eu/en/documents/curriculum-vitae>

Only applications received in the above mentioned format by **4 September 2026** will be considered for this call for applications.

My services will examine the applications and organise the selection interviews as soon as possible.

Please note that the possession of a security clearance (minimum level EU SECRET/SECRET UE) is required for this post.

I would like to invite you to draw the attention of the various relevant Ministries and services to the proper treatment of personal data and inform them that the EEAS implements data protection rules according to Regulation (EU) 2018/1725 of the European Parliament and of the Council. Consequently, possible applicants should be informed that their CV will be circulated to the EEAS services involved in the selection and management of their possible secondment.

Thank you very much for your cooperation.

Yours faithfully,

Kristin de PEYRON
<e-signed>

Encl.: - Decision of the High Representative of 04/02/2014;
 - Vacancy notice

Cc: S. Tomat, Managing Director MD-CIVOPSHQ

EUROPEAN EXTERNAL ACTION SERVICE



DG Resource Management
The Director-General

Brussels,
EEAS.DG RM.BHR.3

To Permanent Representatives of the
Member States of the European Union

Your Excellency,

I am pleased to inform you that we are looking for one 'co-financed' National Expert for secondment to the European External Action Service (EEAS), see vacancy notice enclosed, within the framework of the 04/02/2014 Decision of the High Representative and, more particularly, its Article 16.

This National Expert will be seconded to the Peace, Partnerships and Crisis Management Directorate (MD-PSD.PCM).

I would be obliged if you could forward the enclosed profile to the various relevant Ministries as well as to PSC Ambassadors in order to generate adequate applications.

Applications should be sent by your Permanent Representation only by email to the Division EEAS.RM.BHR.3 'Selection and Recruitment' at the following address: SNE-CSDP@eeas.europa.eu, and not directly to PCM Directorate.

Candidates shall draft their CV and a motivation letter in English or in French in a PDF or Word version, following the European CV form which can be found at the following internet address: <http://europass.cedefop.europa.eu/en/documents/curriculum-vitae>

Only applications received in the above mentioned format by **4 September 2026** will be considered for this call for applications.

My services will examine the applications and organise the selection interviews as soon as possible.

Please note that the possession of a security clearance (minimum level EU SECRET/SECRET UE) is required for this post.

I would like to invite you to draw the attention of the various relevant Ministries and services to the proper treatment of personal data and inform them that the EEAS implements data protection rules according to Regulation (EU) 2018/1725 of the European Parliament and of the Council. Consequently, possible applicants should be informed that their CV will be circulated to the EEAS services involved in the selection and management of their possible secondment.

Thank you very much for your cooperation.

Yours faithfully,

Kristin de PEYRON
<e-signed>

Encl.: - Decision of the High Representative of 04/02/2014;
 - Vacancy notice

Cc: C. Dobran, Director EEAS.MD-PSD.PCM

**Seconded National Expert in the Civilian Operations Headquarters
(EEAS.DSG-DEF.MD-CIVOPSHQ)**

Policy Officer - Operational Planner in the Operations Division CivOpsHQ.2

CO-FINANCED

AD level post

Job No 404993

We are:

The European External Action Service (EEAS) supports the High Representative in the exercise of her mandate to conduct and implement an effective and coherent EU Common Foreign and Security Policy (CFSP), of representing the EU and of chairing the Foreign Affairs Council. It also supports the High Representative in her capacity as Vice-President of the Commission with regard to her responsibilities within the Commission in the external relations field including the coordination of other aspects of the EU's external action. The EEAS works in close cooperation with the General Secretariat of the Council, the services of the Commission and the Secretariat General of the European Parliament.

The Civilian Operations Headquarters (CivOpsHQ) is the permanent structure supporting the Civilian Operations Commander. The Civilian Operations Commander is the overall commander at the strategic level of crisis management missions and provides strategic guidance and direction to the Heads of Mission. The Civilian Operations Commander reports directly to the High Representative for Foreign Affairs and Security Policy and through her to the Council of the EU. Under the political control and strategic direction of the Political and Security Committee and the overall authority of the High Representative, the Civilian Operations Commander ensures the effective planning and conduct of civilian CSDP crisis management missions, as well as the proper implementation of all mission-related tasks and the discharge of the duty of care.

We propose:

The post of a co-shared Seconded National Expert (SNE) **Operational Planner** in the CivOpsHQ.2. The successful candidate will join the Planning Sector of the aforementioned division and be assigned to the Planning section.

Functions and Duties:

Planning for Civilian CSDP Missions:

- Contribute to advance planning as well as to all steps in operational planning for civilian CSDP missions as well as input to mission reviews and evaluations.
- Take part in Fact Finding Missions (FFM) and Technical Assessment Missions (TAM) and contribute to reports in this regard.
- Contribute to drafting the operational planning documents such as the Concept of Operations (CONOPS) and Operational Plan (OPLAN), as well as to Council Decisions (legal decision of the Council of the EU).
- Contribute to development and revision of the Deployment Plans and Budgetary Impact Statements (BIS) for new and existing missions.
- Guide missions, as appropriate, in drafting their Mission Implementation Plan (MIP).

- Provide briefing notes, reports, assessments, analysis, draft policy decisions/suggestions in the area of competence especially on planning of civilian CSDP missions, overall planning methodology and process.
- Contribute to lessons learned process, crisis management exercises within the field of operational planning, and other work related to best practice, improved methodology/standardisation as directed by the Head of Sector.
- Contribute to developing and maintaining related methodology and best practice.

Liaison with Member States, EU institutions and other stakeholders:

- Prepare and participate in the discussions of the working groups and committees concerned with the above-mentioned areas, especially the Committee for Civilian Aspects of Crisis Management (CIVCOM), the RELEX, the EU Military Committee (EUMC), the Political and Security Committee (PSC).
- Co-operate closely with relevant services within the EEAS, including the services of the DSG for Peace Security and Defence; Peace, Security and Defence Directorate, EU Military Staff, IntCen, relevant geographic and thematic MDs and EUSR offices as well as with the Commission and Member States services for the purpose of the assigned tasks.
- Liaise with and brief representatives of Member States and contributing third States as appropriate.
- Maintain contact and facilitate coordination and cooperation of planning aspects of civilian CSDP missions with other international organisations, particularly the UN, the OSCE and the AU, as required.

We are looking for:

The European External Action Service (EEAS) is seeking a dynamic, proactive and highly motivated colleague with strong analytical and networking skills to occupy the post of Seconded National Expert (SNE). The candidate should have a good understanding of EU policy-making and decision-making processes, and an understanding of inter-institutional relations as well as have relevant experience in the areas of responsibility. He/she will have to work in an international and multicultural environment in close synergy with Member States and EU institutions

Legal basis:

- This vacancy is to be filled in accordance with the EEAS Decision of the High Representative of the Union for Foreign Affairs and Security Policy HR DEC(2014) 01 of 04/02/2014 establishing the rules applicable to National Experts seconded to the European External Action Service.

Eligibility criteria:

Candidates must:

- a) Be drawn from public administrations in Member States, from international organisations or, only in exceptional cases and with prior authorisation from other sources;
- b) Have at least three years' full-time experience of administrative, scientific, technical, advisory or supervisory functions equivalent to those of function groups AD or AST as defined in the Staff Regulations of Officials of the European Union and the Conditions of Employment of other

servants of the Union¹ or, where justified in the interests of the service, professional training of an equivalent level.²;

- c) Have a thorough knowledge of one Union language and a satisfactory knowledge of a second language for the performance of his/her duties;
- d) Have a security clearance of minimum level **EU-SECRET/SECRET-UE** for the functions that he/she will carry out; Decision ADMIN(2025)42 on the security rules for the European External Action Service
- e) Remain in the service of the employer throughout the period of secondment and shall be paid by that employer;
- f) Remain subject to the social security legislation applicable to the public administration, international administration or entity which employs the SNE and which will assume responsibility for expenses incurred abroad. In case of posting to an EU Delegation, the employer certifies that the SNE is covered for medical expenses incurred at the place of secondment, as well as costs of repatriation on health grounds throughout the full period of secondment;
- g) Ensure that there is no conflict of interest and that he/she will, at all times, safeguard the independence and coherence of EU foreign policy as well as the integrity and confidentiality of EU documentation, information and procedures.

Selection criteria:

A. Qualifications and experience required

University degree that is relevant for the post, preferably in the fields of security policy, police and criminal justice cooperation, or equivalent professional education.

- Proven well recorded experience in law enforcement and/or criminal justice related responsibilities, ideally also from international assignments.
- Training and Experience in operational planning at the strategic level (civilian and/or military) would be an asset.
- Solid understanding of operational planning principles, ideally obtained through attendance of a strategic planning course.
- At least 3 years of experience in Policy.
- At least 5 years of experience in Military/Police domain and EU's Internal and External Security is desirable.
- Knowledge of the EU, particularly related to the Common Foreign and Security Policy (CFSP).
- Good understanding of the role of the EEAS as a diplomatic actor as well as a good understanding of the main objectives and principles as well as the decision-making processes of the EU's Common Foreign and Security Policy (CFSP).

¹ Regulation (EEC, Euratom, ECSC) No 259/68 of the Council of 29 February 1968 (OJ L 56, 4.3.1968, p.1) and successive amendments.

² Staff Regulations of Officials (SR) and the Conditions of Employment of Other Servants of the European Union (CEOS). For reference, see: <https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1570023902133&uri=CELEX:01962R0031-20190101>

- Previous experience in EU project management (external actions including development) and EU Justice and Home affairs policy and cooperation (including work of relevant agencies – Europol, Frontex, CEPOL and Eurojust) would be an asset.
- Substantive experience in national or international assignments within staff functions, in particular planning, would be desirable.
- Experience within an EU CSDP mission would be an asset.

B. Skills required

- have the ability to remain objective in complex scenarios and to display sensitivity and sound judgement;
- have good organisational skills, the ability to work under pressure and with tight deadlines and to manage multiple tasks and unexpected demands;
- have excellent drafting and communication skills;
- have excellent negotiating skills in a multinational environment;
- have the ability to work professionally as a member of the division, in mixed-composition task forces and working groups, in an interesting but challenging environment;
- good computer skills are essential, notably in word processing, spreadsheets, presentations software, Internet / Intranet and email systems. Knowledge of other IT tools would be an asset.
- national security clearance at SECRET UE level. Such clearance needs to be obtained from the competent authorities before secondment to the European External Action Service. It must be valid for the entire period of secondment. In its absence, the EEAS reserves the right to refuse the secondment as a national expert.

C. Languages

- thorough knowledge of one EU working language and satisfactory knowledge of another one are required; in practical terms, in order to perform required duties, that means an excellent command of written and spoken English, in particular good report-writing skills; good knowledge of written and spoken French is desirable;

D. Personal Qualities

- maintain the highest standards of personal integrity, impartiality and self-discipline. The expert must exercise the greatest discretion with regard to all facts and information coming to his/her knowledge in the performance of his/her duties;
- possess dynamic motivated and flexible personality Be able to adapt quickly to new situations and deal with new challenges, including missions in conflict area.

Equal opportunities

- The EEAS is committed to an equal opportunities policy for all its staff and applicants. The EEAS is committed to promoting gender equality and to preventing discrimination on any grounds. It actively welcomes applications from all qualified candidates from diverse backgrounds and from the broadest possible geographical basis amongst the EU Member States. We aim at a service which is truly representative of society, where each staff member feels respected, is able to give their best and can develop their full potential.
- Candidates with disabilities are invited to contact SNE-CSDP@eeas.europa.eu in order to accommodate any special needs and provide assistance to ensure the possibility to pass the selection procedure with equal opportunities as other candidates. If a candidate with a disability

is selected for a vacant post, the EEAS is committed to providing reasonable accommodation in accordance with Art 1(d) (4) of the Staff Regulations.

Conditions of secondment

SNEs shall remain in the service of their employer throughout the period of secondment and shall continue to be paid by that employer. The EEAS will provide for the allowances in order to contribute to cover the SNE's living expenses in the place of secondment on a flat-rate basis. These allowances shall not be construed as remuneration paid by the EEAS.

Duration of the secondment: Initial period up to two years, renewable up to 4 years

Co-financed SNEs shall be entitled to:

- daily allowance (**45.16 €/per calendar day for the distance 0-150km or 180.65 €/calendar day for the distance >150 km³**) throughout the period of secondment;
- monthly allowance calculated on the basis of the distance between the place of origin (the employer's head office) and the place of secondment (**between 0 to 1019.33 €/month⁴**);
- reimbursement of travels take up duties/end of secondment on a flat-rate basis (if not paid by the employer).

The EEAS will cover:

- costs of professional travels (missions) incurred by the SNE posted in the EEAS HQ;
- accident insurance 24/7 for SNE (not family members).

Other expenses such as removal costs, allowances, salary, insurance, schooling (while the SNE maintains the right to enrol the children in an [European School Type I](#))^[5] and costs related to the enrolment to the Interinstitutional nurseries or the After-school centre managed by the early childhood centre of the European Commission shall not be covered by the EEAS. However, in case the SNE makes use of these two facilities for their dependent children, the EEAS shall recover any invoiced cost (including the institutional and the parental contribution) from the Seconded National Expert concerned on a yearly basis. For further information, please contact RM-01-COORDINATION@eeas.europa.eu.

Vacancy available from: 16 September 2026

Place of secondment: Brussels, Belgium

For further information, please contact:

Administrative questions: SNE-CSDP@eeas.europa.eu

Selection and profile related questions: Frank Neisse, Head of Division, +32 2 584 80 86, [email frank.neisse@eeas.europa.eu](mailto:frank.neisse@eeas.europa.eu)

³ Daily allowance Decision of the Director General for Budget and Administration of the European External Action Service adjusting the allowances provided for in Decision HR DEC(2014) 01 of 4 February 2014 - ADMIN(2026) 1 of 19/01/2026

⁴ Monthly allowance Decision of the Director General for Budget and Administration of the European External Action Service adjusting the allowances provided for in Decision HR DEC(2014) 01 of 4 February 2014 - ADMIN(2026) 1 of 19/01/2026

^[5] <https://www.eursc.eu/en/Accredited-European-Schools/About>

EEAS Vacancy Notice

Seconded National Expert in the Civilian Operations Headquarters (EEAS.DSG-DEF.MD-CIVOPSHQ)

Policy Officer - Gender and Women, Peace and Security Expert Horizontal Topics and Concepts Division (DSG-DEF.MD-CIVOPSHQ.1)

COST-FREE

AD level post

Job No 471385

We are:

The European External Action Service (EEAS) supports the High Representative in the exercise of her mandate to conduct and implement an effective and coherent EU Common Foreign and Security Policy (CFSP), of representing the EU and of chairing the Foreign Affairs Council. It also supports the High Representative in her capacity as Vice-President of the Commission with regard to her responsibilities within the Commission in the external relations field including the coordination of other aspects of the EU's external action. The EEAS works in close cooperation with the General Secretariat of the Council, the services of the Commission and the Secretariat General of the European Parliament.

The Civilian Operations Headquarters (CivOpsHQ) is the permanent structure supporting the Civilian Operations Commander. The Civilian Operations Commander is the overall commander at the strategic level of crisis management missions and provides strategic guidance and direction to the Heads of Mission. The Civilian Operations Commander reports directly to the High Representative for Foreign Affairs and Security Policy and through her to the Council of the EU. Under the political control and strategic direction of the Political and Security Committee and the overall authority of the High Representative, the Civilian Operations Commander ensures the effective planning and conduct of civilian CSDP crisis management missions, as well as the proper implementation of all mission-related tasks and the discharge of the duty of care.

We propose:

The successful candidate will be attached to the Division in Civilian Operations Headquarters responsible for Horizontal Topics and Concepts, in the Operational Concept' section. The division is staffed by thematic experts in different fields related to the implementation of civilian CSDP mission mandates.

Functions and Duties:

- Act as the CIVOPSHQ focal point for gender equality, gender mainstreaming and Women Peace and Security (WPS);
- Support the operational conduct of civilian crisis management missions and, to that end, provide advice on the integration of a gender perspective and the implementation of Women, Peace and Security commitments in the context of civilian CSDP;
- Contribute from a gender perspective to the development of concepts and recommendations for improved planning, conduct, management and support of civilian CSDP crisis management missions;
- Support the integration of a gender perspective, including development of a systematic gender analysis, in all aspects of the implementation of the Missions' mandates, including policy development, monitoring, execution and reporting, data collection and staffing; to this end, the

adviser is expected to work closely with CIVOPSHQ.2 (Operations division) and CIVOPS.HQ3 (Personnel division);

- Work to further develop/make operational EU/CSDP policy on Women, Peace and Security, in particular on monitoring and reporting the implementation of the CIVOPSHQ instructions and guidelines on gender mainstreaming and WPS applicable to all Missions;
- Contribute to the planning of civilian crisis management missions, by providing the necessary expertise on the WPS framework and on gender equality related matters, based on the relevant EU concepts and policies; and as appropriate participate in assessment and/or fact-finding missions;
- Coordinate the informal network of the Gender Advisers in the civilian CSDP Missions.
- Maintain close contacts with other relevant services within the EEAS - in particular Peace, Partnerships and Crisis Management Directorate, the EU Military Staff, the Military Planning and Conduct Capability as well as the EEAS Taskforce for Equality. Coordination with focal points within the European Commission, the Council of the EU, Member States and other EU actors for the purposes of assigned tasks may be required;
- Cooperate with external partners involved in crisis management (e.g. UN, OSCE, NATO, European Centre of Excellence for Civilian Crisis Management and CSOs);
- Advise on the development and content of strategic communications with regards to gender equality and WPS perspectives; In coordination with the Member States, the European Security and Defence College and other actors, contribute to the training policy development in the area of gender equality and WPS;
- Provide briefings and training on gender mainstreaming and WPS as required;
- Contribute to the identification and reports on lessons identified/learned and best practices within the field of gender equality and WPS;
- Perform any other related task as requested by the Line Manager(s).

We are looking for:

The European External Action Service (EEAS) is seeking a dynamic, proactive and highly motivated colleague with strong analytical and networking skills to occupy the post of Seconded National Expert (SNE). The candidate should have a good understanding of EU policy-making and decision-making processes, and an understanding of inter-institutional relations as well as have relevant experience in the areas of responsibility. He/she will have to work in an international and multicultural environment in close synergy with Member States and EU institutions.

Legal basis:

- This vacancy is to be filled in accordance with the EEAS Decision of the High Representative of the Union for Foreign Affairs and Security Policy HR DEC(2014) 01 of 04/02/2014 establishing the rules applicable to National Experts seconded to the European External Action Service.

Eligibility criteria:

Candidates must:

- a) Be drawn from public administrations in Member States, from international organisations or, only in exceptional cases and with prior authorisation from other sources;
- b) Have at least three years' full-time experience of administrative, scientific, technical, advisory or supervisory functions equivalent to those of function groups AD or AST as defined in the Staff Regulations of Officials of the European Union and the Conditions of Employment of other servants of the Union¹ or, where justified in the interests of the service, professional training of an equivalent level.²;
- c) Have a thorough knowledge of one Union language and a satisfactory knowledge of a second language for the performance of his/her duties;
- d) Have a security clearance of minimum level **EU-SECRET/SECRET-UE** for the functions that he/she will carry out; Decision ADMIN(2025)42 on the security rules for the European External Action Service;
- e) Remain in the service of the employer throughout the period of secondment and shall be paid by that employer;
- f) Remain subject to the social security legislation applicable to the public administration, international administration or entity which employs the SNE and which will assume responsibility for expenses incurred abroad. In case of posting to an EU Delegation, the employer certifies that the SNE is covered for medical expenses incurred at the place of secondment, as well as costs of repatriation on health grounds throughout the full period of secondment;
- g) Ensure that there is no conflict of interest and that he/she will, at all times, safeguard the independence and coherence of EU foreign policy as well as the integrity and confidentiality of EU documentation, information and procedures.

Selection criteria:

A. Qualifications and experience required

Candidates should have:

- Completed university studies of at least 3 years, in the field of gender studies, international relations, international public law, or other field that is relevant to the post;
- Proven knowledge of EU gender policies, the UNSCRs on Women, Peace and Security, as well as gender mainstreaming approaches, and a minimum of 5 years of experience relevant to the Post;
- Documented experience of working on EU CFSP and CSDP related issues, in an EU institutional or national/MS context;
- Good knowledge and understanding of the institutional arrangements and practices of CFSP and CSDP structures, and notably the role of the EEAS in this context;
- Good computer skills are essential, notably word processing, spreadsheets, presentation software, internet/intranet and email systems. Knowledge of other IT tools would be an asset;
- A past experience within an EU CSDP mission would be an asset.

¹ Regulation (EEC, Euratom, ECSC) No 259/68 of the Council of 29 February 1968 (OJ L 56, 4.3.1968, p.1) and successive amendments.

² Staff Regulations of Officials (SR) and the Conditions of Employment of Other Servants of the European Union (CEOS). For reference, see: <https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1570023902133&uri=CELEX:01962R0031-20190101>

B. Skills required

- Have strong organisational and managerial skills, sense of initiative and ability to work under pressure within short deadlines and to manage multiple tasks and unexpected demands;
- Have excellent interpersonal skills;
- Have ability to work and communicate in interdisciplinary and intercultural teams;
- Have excellent analytical capability as well as excellent drafting and reporting skills. Rapid grasp of problems and capacity to identify issues and solutions;
- Ability to maintain objectivity in complex scenarios and to display sensitivity and sound judgement;
- Be prepared to travel on mission to current or potential crisis areas and to do so at short notice;
- Have the ability to exercise greatest discretion with regard to all facts and information coming to his/her knowledge in the course of or in connection with the performance of his/her duties.

C. Languages

- The successful candidate should be able to work in at least one of the official CSDP languages fluently (EN or FR). In the interest of the service, the expert must be fully fluent in written and oral English. Good command of French is an advantage.

D. Personal Qualities

- Maintain the highest standards of personal integrity, impartiality and self-discipline. The expert must exercise the greatest discretion with regard to all facts and information coming to his/her knowledge in the performance of his/her duties;
- Possess dynamic motivated and flexible personality
- Be able to adapt quickly to new situations and deal with new challenges, including missions in conflict area.

Equal opportunities

- The EEAS is committed to an equal opportunities policy for all its staff and applicants. The EEAS is committed to promoting gender equality and to preventing discrimination on any grounds. It actively welcomes applications from all qualified candidates from diverse backgrounds and from the broadest possible geographical basis amongst the EU Member States. We aim at a service which is truly representative of society, where each staff member feels respected, is able to give their best and can develop their full potential.
- Candidates with disabilities are invited to contact SNE-CSDP@eeas.europa.eu in order to accommodate any special needs and provide assistance to ensure the possibility to pass the selection procedure with equal opportunities as other candidates. If a candidate with a disability is selected for a vacant post, the EEAS is committed to providing reasonable accommodation in accordance with Art 1(d) (4) of the Staff Regulations.

Conditions of secondment

SNEs shall remain in the service of their employer throughout the period of secondment and shall continue to be paid by that employer.

Duration of the secondment: Initial period up to two years, renewable up to four years.

The EEAS will cover:

- costs of professional travels (missions) incurred by the SNE posted in the EEAS HQ;
- accident insurance 24/7 for SNE (not family members).

Other expenses such as removal costs, allowances, salary, insurance, schooling (while the SNE maintains the right to enrol the children in an [European School Type I](#))^[3] and costs related to the enrolment to the Interinstitutional nurseries or the After-school centre managed by the early childhood centre of the European Commission shall not be covered by the EEAS. However, in case the SNE makes use of these two facilities for their dependent children, the EEAS shall recover any invoiced cost (including the institutional and the parental contribution) from the Seconded National Expert concerned on a yearly basis. For further information, please contact RM-01-COORDINATION@eeas.europa.eu.

Vacancy available from: December 1, 2026

Place of secondment: Brussels, Belgium

For further information, please contact:

Administrative questions: SNE-CSDP@eeas.europa.eu

Selection and profile related questions: **Mr Edoardo MANFREDINI**, CivOpsHQ.1, +32 2 584 6018
email edoardo.manfredini@eeas.europa.eu

^[3] <https://www.eursc.eu/en/Accredited-European-Schools/About>

EEAS Vacancy Notice

Seconded National Expert in the EEAS Department for Middle East and Northern Africa

Policy Officer, Iran Division (EEAS.POL.MENA.6)

COST-FREE

AD level post

Job No 522036

We are:

The European External Action Service (EEAS) supports the High Representative in the exercise of her mandate to conduct and implement an effective and coherent EU Common Foreign and Security Policy (CFSP), of representing the EU and of chairing the Foreign Affairs Council. It also supports the High Representative in her capacity as Vice-President of the Commission with regard to her responsibilities within the Commission in the external relations field including the coordination of other aspects of the EU's external action. The EEAS works in close cooperation with the General Secretariat of the Council, the services of the Commission and the Secretariat General of the European Parliament.

We propose:

The post of a "cost-free" Seconded National Expert on the position of Policy Officer in the Iran Division (POL.MENA.6), covering in particular Iran's domestic situation (political and human rights, security and economic developments).

The successful candidate will join the EEAS' Iran Division (POL.MENA.6) in the Department for Middle East and Northern Africa (MENA) under the supervision of the Deputy Secretary General for Political Affairs and in close cooperation with other EEAS departments and European Commission services.

Functions and Duties:

Under the authority of the Head of the Iran Division, the Seconded National Expert is expected to perform the following tasks:

- Provide regular briefings, analysis, expert advice as well as operational support in implementing and shaping the EU's policies vis-à-vis Iran, taking into account the broader political and socio-economic dimensions.
- Liaise, as appropriate, with other EU bodies, EU Member States, including the country representing the EU locally in Iran, as well as a wide range of diplomatic stakeholders and civil society representatives.
- Maintain close contact with relevant services across EEAS geographic and thematic departments, Commission services, to ensure complementarity and consistency of EU policy on Iran, including through the EXCO group and in the context of Council Working Groups (MOG/COHOM/IPCR).
- Prepare briefing notes for the HRVP and senior EU officials, other policy papers and material relevant to the Division's work.

We are looking for:

The European External Action Service (EEAS) is seeking a dynamic, proactive and highly motivated colleague with strong analytical and networking skills to occupy the post of Seconded National Expert (SNE).

The candidate should have solid diplomatic experience relevant to the position, a good understanding of EU policy-making and decision-making processes, as well as of inter-institutional relations. The candidate will be working in a dynamic, international and multicultural environment in close synergy with Member States and EU institutions.

Legal basis:

- This vacancy is to be filled in accordance with the EEAS Decision of the High Representative of the Union for Foreign Affairs and Security Policy HR DEC(2014) 01 of 04/02/2014 establishing the rules applicable to National Experts seconded to the European External Action Service.

Eligibility criteria:

Candidates must:

- a) Be drawn from public administrations in Member States, from international organisations or, only in exceptional cases and with prior authorisation from other sources;
- b) Have at least three years' full-time experience of functions equivalent to those of function group AD as defined in the Staff Regulations of Officials of the European Union and the Conditions of Employment of other servants of the Union or, where justified in the interests of the service, professional training of an equivalent level.¹;
- c) Have a thorough knowledge of one Union language and a satisfactory knowledge of a second language for the performance of his/her duties;
- d) Have a security clearance of minimum level **EU-SECRET/SECRET-UE** for the functions that he/she will carry out;
- e) Remain in the service of the employer throughout the period of secondment and shall be paid by that employer;
- f) Remain subject to the social security legislation applicable to the public administration, international administration or entity which employs the SNE and which will assume responsibility for expenses incurred abroad. In case of posting to an EU Delegation, the employer certifies that the SNE is covered for medical expenses incurred at the place of secondment, as well as costs of repatriation on health grounds throughout the full period of secondment;
- g) Ensure that there is no conflict of interest and that he/she will, at all times, safeguard the independence and coherence of EU foreign policy as well as the integrity and confidentiality of EU documentation, information and procedures.

¹ Staff Regulations of Officials (SR) and the Conditions of Employment of Other Servants of the European Union (CEOS). For reference, see: <https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1570023902133&uri=CELEX:01962R0031-20190101>

Selection criteria:

Candidates should:

A. Professional knowledge

- Have a professional experience of at least 3 years in the Ministry of Foreign Affairs.
- Have excellent knowledge of external relations, and of the functioning of the EU.
- Have experience and knowledge of CFSP-related issues.
- Have full work proficiency in languages of the CFSP necessary for the performance of their duties. Knowledge of other EU languages would be an asset.
- Have good knowledge of the Iran file, ideally gained through first-hand experience in the country or region (strong asset).

B. Skills

- Have an excellent ability to maintain diplomatic relations and to ensure representation, communication in a complex, multilateral environment.
- Have an excellent capacity to create effective and constructive working relations with EU Member States, international organizations and national authorities of the country.
- Have strong drafting and analytical skills combined with sound judgement, the ability to work in a team, and to coordinate and to communicate effectively.

Furthermore:

- Experience of working in an Embassy/EU Delegation (or equivalent in an international organisation);
 - Experience of working in a team in multi-disciplinary and multi-cultural environment;
 - Experience of negotiating in an international context;
- would be considered assets.

C. Languages

- A thorough knowledge (capacity to write and speak) in English is required, and French would be a strong asset.
- Knowledge of Farsi would be an asset, but not mandatory.

D. Personal Qualities

- Dynamic, motivated and flexible personality. Able to adapt quickly to new situations and deal with a challenging portfolio, including heavy workload and missions in conflict area.

Equal opportunities

- The EEAS is committed to an equal opportunities policy for all its staff and applicants. The EEAS is committed to promoting gender equality and to preventing discrimination on any grounds. It actively welcomes applications from all qualified candidates from diverse backgrounds and from the broadest possible geographical basis amongst the EU Member States. We aim at a service

which is truly representative of society, where each staff member feels respected, is able to give their best and can develop their full potential.

- Candidates with disabilities are invited to contact SNE-HQ@eeas.europa.eu in order to accommodate any special needs and provide assistance to ensure the possibility to pass the selection procedure with equal opportunities as other candidates. If a candidate with a disability is selected for a vacant post, the EEAS is committed to providing reasonable accommodation in accordance with Art 1d.4 of the Staff Regulations.

Conditions of secondment

SNEs shall remain in the service of their employer throughout the period of secondment and shall continue to be paid by that employer.

Other expenses such as removal costs, allowances, salary, insurance, schooling (while the SNE maintains the right to enrol the children in an European School Type I)[1] and costs related to the enrolment to the Interinstitutional nurseries or the After-school centre managed by the early childhood centre of the European Commission shall not be covered by the EEAS. However, in case the SNE makes use of these two facilities for their dependent children, the EEAS shall recover any invoiced cost (including the institutional and the parental contribution) from the Seconded National Expert concerned on a yearly basis. For further information, please contact RM-01-COORDINATION@eeas.europa.eu

Duration of the secondment: 2 years, renewable up to 4 years in total

Vacancy available from: Immediately

Place of secondment: Brussels, Belgium

For further information, please contact:

SNE-HQ@eeas.europa.eu



EEAS Vacancy Notice
Seconded National Expert in the Directorate for Asia and Pacific (ASIAPAC)
Desk Officer, Afghanistan and Pakistan Division (ASIAPAC.2)
COST-FREE
AD level post
Job No 390635

We are:

The European External Action Service (EEAS) supports the High Representative in the exercise of his mandate to conduct and implement an effective and coherent EU Common Foreign and Security Policy (CFSP), of representing the EU and of chairing the Foreign Affairs Council.

It also supports the High Representative in his capacity as Vice-President of the Commission with regard to his responsibilities within the Commission in the external relations field including the coordination of other aspects of the EU's external action. The EEAS works in close cooperation with the General Secretariat of the Council, the services of the Commission and the Secretariat General of the European Parliament.

We propose:

The post is advertised as a cost-free Seconded National Expert (SNE) position as Desk Officer for Afghanistan within the AsiaPac.2 Division of the EEAS.

The post offers a highly substantive policy role at the heart of the EU's engagement on Afghanistan, under the instructions of the Head of Division for Afghanistan and Pakistan and the EU Special Envoy for Afghanistan.

The successful candidate will support a dialogue-oriented political initiative linked to the EU's broader efforts on Afghanistan, ensuring coherence between policy objectives and operational implementation. The role combines political analysis, coordination, and liaison functions within a complex institutional and international environment.

The SNE will cooperate closely with EU Member States, the European Parliament, the European Commission, and international partners. The post offers a dynamic inter-institutional working environment and meaningful exposure to EU external action.

Main responsibilities include:

- Acting as a focal point within the EEAS for a dialogue-related mechanism, coordinating internal inputs and liaising with relevant EU services and senior representatives;
- Supporting the operational implementation of the initiative in line with EU and departmental priorities;
- Maintaining regular contact with implementing partners and participating in relevant meetings and exchanges;
- Monitoring, analysing, and reporting on political, societal, and regional developments relevant to Afghanistan, including civil society dynamics and international engagement;
- Contributing to broader EU policy work on Afghanistan, with particular attention to inclusive and dialogue-based approaches;
- Drafting inputs for briefings, statements, high-level engagements, and other policy-related materials; and

- Supporting additional tasks within the team, including thematic or cross-cutting work as required.

We are looking for:

The position is aimed at highly qualified and motivated candidates with solid policy experience and a strong interest in contributing to the development and coordination of EU external action in a complex and politically sensitive context.

The successful candidate should demonstrate:

- strong **analytical and drafting skills**, including the ability to translate complex political developments into concise policy analysis and recommendations;
- proven ability to work in a **structured, reliable, and solution-oriented manner**, including under time pressure;
- experience in **coordination with multiple stakeholders**, including national administrations, EU institutions, and international partners;
- well-developed **communication and networking skills**, enabling effective cooperation in a multicultural environment;
- a high degree of **initiative, flexibility, and professional judgement**, combined with discretion and respect for institutional frameworks;
- previous **experience in dialogue and mediation initiatives**, as well as engagement with **civil society**, would be an asset.

Legal basis:

- This vacancy is to be filled in accordance with the EEAS Decision of the High Representative of the Union for Foreign Affairs and Security Policy HR DEC(2014) 01 of 04/02/2014 establishing the rules applicable to National Experts seconded to the European External Action Service.

Eligibility criteria:

Candidates must:

- a) be drawn from public administrations in Member States, from international organisations or, only in exceptional cases and with prior authorisation from other sources;
- b) have at least three years' full-time experience of administrative, scientific, technical, advisory or supervisory functions equivalent to those of function groups AD or AST as defined in the Staff Regulations of Officials of the European Union and the Conditions of Employment of other servants of the Union or, where justified in the interests of the service, professional training of an equivalent level.¹;
- c) have a thorough knowledge of one Union language and a satisfactory knowledge of a second language for the performance of his/her duties;
- d) have a security clearance of minimum level **EU-SECRET/SECRET-UE** for the functions that he/she will carry out;
- e) remain in the service of the employer throughout the period of secondment and shall be paid by that employer;

¹ Staff Regulations of Officials (SR) and the Conditions of Employment of Other Servants of the European Union (CEOS). For reference, see: <https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1570023902133&uri=CELEX:01962R0031-20190101>

- f) remain subject to the social security legislation applicable to the public administration, international administration or entity which employs the SNE and which will assume responsibility for expenses incurred abroad. In case of posting to an EU Delegation, the employer certifies that the SNE is covered for medical expenses incurred at the place of secondment, as well as costs of repatriation on health grounds throughout the full period of secondment;
- g) ensure that there is no conflict of interest and that he/she will, at all times, safeguard the independence and coherence of EU foreign policy as well as the integrity and confidentiality of EU documentation, information and procedures.

Selection criteria:

Candidates should:

A. Professional knowledge

- at least three years in a similar position and in the areas mentioned in the job content;
- relevant background on international relations, multilateral fora, conflict and post-conflict situations ;
- sound knowledge of EU institutions and institutional relations with EU Member States, decision-making processes, external action and related EU external policies;
- excellent command of English, including the ability to draft and edit reports.

B. Skills

- ability to work effectively under time pressure in an international, diplomatic, and multilingual environment, with a high degree of intercultural awareness and sensitivity;
- strong teamwork and coordination skills, with the ability to engage constructively with a wide range of internal and external stakeholders;
- well-developed analytical, drafting, and reporting skills, including the ability to rapidly grasp complex political and policy issues and to identify pragmatic, policy-relevant solutions.

C. Languages

- a thorough command of English, both written and spoken, is required;
- knowledge of French, Dari and/or Pashto is not required but would be considered a distinct asset.

D. Personal Qualities

- high level of motivation, dynamism, and professional commitment;
- ability to adjust rapidly to new tasks, evolving priorities, and challenging political contexts, including readiness to undertake missions to Afghanistan and the wider region, as required;
- strong sense of responsibility, discretion, and resilience.

Equal opportunities

- The EEAS is committed to an equal opportunities policy for all its staff and applicants. The EEAS is committed to promoting gender equality and to preventing discrimination on any grounds. It actively welcomes applications from all qualified candidates from diverse backgrounds and from the broadest possible geographical basis amongst the EU Member States. We aim at a service which is truly representative of society, where each staff member feels respected, is able to give their best and can develop their full potential.
- Candidates with disabilities are invited to contact SNE-HQ@eeas.europa.eu in order to accommodate any special needs and provide assistance to ensure the possibility to pass the

selection procedure in equality of opportunities with other candidates. If a candidate with a disability is selected for a vacant post, the EEAS is committed to providing reasonable accommodation in accordance with Art 1d.4 of the Staff Regulations.

Conditions of secondment

SNEs shall remain in the service of their employer throughout the period of secondment and shall continue to be paid by that employer.

Duration of the secondment: 2 years, renewable up to 4 years in total

Vacancy available from: 1 September 2026

Place of secondment: Brussels, Belgium

For further information, please contact:

SNE-HQ@eeas.europa.eu



EEAS Vacancy Notice

Seconded National Expert in the Peace, Partnerships and Crisis Management Directorate

Policy Officer / Conflict Prevention and Peace Mediation Sector in MD-PSD.PCM.2

COST-FREE

AD level post

Job No 425762

We are:

The European External Action Service (EEAS) supports the High Representative in the exercise of her mandate to conduct and implement an effective and coherent EU Common Foreign and Security Policy (CFSP), of representing the EU and of chairing the Foreign Affairs Council. It also supports the High Representative in her capacity as Vice-President of the Commission with regard to her responsibilities within the Commission in the external relations field including the coordination of other aspects of the EU's external action. The EEAS works in close cooperation with the General Secretariat of the Council, the services of the Commission and the Secretariat General of the European Parliament.

The "**Peace, Partnerships and Crisis Management Directorate**" (PCM) ensures effective coordination of EU response throughout the entire conflict cycle, from early warning and horizon scanning to political-strategic planning for crisis management and stabilisation. PCM ensures that the EU response is conflict sensitive and is based on a proper analysis with a focus on delivering stabilization and peace.

Within PCM, the PCM.2 division is in charge of developing EU peace, security and defence partnerships with third states, international and regional organisations, and informing EU conflict prevention and peace mediation, dialogue and negotiations. In line with the Strategic Compass, PCM.2 aims to make the EU a stronger and more reliable global partner in security and defence working for international peace and stability.

The division is the centre of expertise on conflict prevention, peace mediation and dialogue. PCM.2 identifies countries at risk of violent conflict through Early Warning and conducts conflicts analyses to identify triggers of violence, notably related to gender and electoral violence. It then mobilises EU Early Action to activate mitigation measures. This includes active identification of entry points for mediation opportunities, paving the way for involvement by EU foreign policy actors, especially EUSRs/EUSEs, Senior Management and Heads of Delegation. Close partnerships with EU Member States and civil society underpin all aspects of our work. PCM2 also provides operational support and capacity building for a wide range of actors to ensure that peace processes are inclusive and sustainable, while cementing a global network of bilateral and multilateral partners to coordinate our response.

We propose:

The post of **Policy Officer** in the Peace, Security and Defence Partnerships Division (PCM.2) in the Managing Directorate Peace, Security and Defence (MD PSD).

The Policy Officer will join the **Conflict Prevention & Peace Mediation Sector**, which is responsible for the management of the EU conflict Early Warning System and Horizon Scanning, carrying out conflict analysis, providing advice on conflict sensitivity, as well as identifying opportunities for EU engagement in peace mediation and supporting their implementation. This team provides high-level analytical work as well as practical advice to colleagues within the EEAS and the Commission on countries facing conflict and crisis. As a member of the team, the Policy Officer will be designing and facilitating various types of

conflict analyses and supporting geographic departments and EU Delegations with strategic and operational advice on peace mediation, early warning and conflict prevention.

The Policy Officer will work in close coordination with EEAS geographic and horizontal services, as well as in collaboration with regional, international and multilateral organisations, key bilateral partners, research centres, think tanks and civil society.

Functions and Duties:

- Provide support to EU peace mediation, including identifying openings for political engagements;
- Planning and implementation of in-country missions, analytical workshops,
- Monitoring and follow-up of mediation and prevention actions;
- Provide advice to various actors within the EU (delegations, geographic desks, Member States) on matters related to peace mediation and conflict prevention;
- Promote the use of quantitative data in PCM.2 tools;
- Focal point for collaboration on conflict risk data with the Joint Research Centre;
- Contribute to the identification of the EU's conflict prevention priority countries;
- Carry out tailored analyses to cover emerging developments, notably related to conflict triggers such as gender-based violence;
- Participate in inter-service meetings, panel discussions, conferences, workshops etc;
- Involve EU Member States on these topics through formal meetings and informal contacts;
- Liaise effectively with civil society organisations engaged in peace mediation;
- Provide briefings for EEAS hierarchy in the fields of peace mediation, of early warning and conflict prevention;
- Deliver training and wider capacity-building on peace mediation and conflict prevention;
- Develop and coordinate existing EU policies in the area of Mediation support;
- Contribute to the development of capacity building and new EU policies and concepts in the area of peace mediation.

We are looking for:

- Dynamic professional, passionate about peace mediation and conflict prevention.
- Collaborative team player with excellent inter-personal and communication skills and a flexible attitude with regard to quickly changing agenda and travel.
- Self-motivated person interested in constantly improving his/her skills through continuous learning.

Legal basis:

- This vacancy is to be filled in accordance with the EEAS Decision of the High Representative of the Union for Foreign Affairs and Security Policy HR DEC(2014) 01 of 04/02/2014 establishing the rules applicable to National Experts seconded to the European External Action Service.

Eligibility criteria:

Candidates must:

- a) Be drawn from public administrations in Member States, from international organisations or, only in exceptional cases and with prior authorisation from other sources;
- b) Have at least three years' full-time experience of administrative, scientific, technical, advisory or supervisory functions equivalent to those of function groups AD or AST as defined in the Staff Regulations of Officials of the European Union and the Conditions of Employment of other

servants of the Union¹ or, where justified in the interests of the service, professional training of an equivalent level.²;

- c) Have a thorough knowledge of one Union language and a satisfactory knowledge of a second language for the performance of his/her duties;
- d) Have a security clearance of minimum level **EU-SECRET/SECRET-UE** for the functions that he/she will carry out;
- e) Remain in the service of the employer throughout the period of secondment and shall be paid by that employer;
- f) Remain subject to the social security legislation applicable to the public administration, international administration or entity which employs the SNE and which will assume responsibility for expenses incurred abroad. In case of posting to an EU Delegation, the employer certifies that the SNE is covered for medical expenses incurred at the place of secondment, as well as costs of repatriation on health grounds throughout the full period of secondment;
- g) Ensure that there is no conflict of interest and that he/she will, at all times, safeguard the independence and coherence of EU foreign policy as well as the integrity and confidentiality of EU documentation, information and procedures.

Selection criteria:

A. Qualifications and experience required

- university diploma;
- three years' relevant professional experience and ideally professional experience in multinational organisations;
- have experience and knowledge of CFSP and CSDP;
- relevant experience in Conflict Prevention and Peace Mediation.

B. Skills required

- have the ability to remain objective in complex scenarios and to display sensitivity and sound judgement;
- have good organisational skills, the ability to work under pressure and with tight deadlines and to manage multiple tasks and unexpected demands;
- have excellent drafting and communication skills;
- have excellent negotiating skills in a multinational environment;
- have the ability to work professionally as a member of the division, in mixed-composition task forces and working groups, in an interesting but challenging environment;
- good computer skills are essential, notably in word processing, spreadsheets, presentations software, Internet / Intranet and email systems. Knowledge of other IT tools would be an asset.
- national security clearance at SECRET UE level. Such clearance needs to be obtained from the competent authorities before secondment to the European External Action Service. It must be valid for the entire period of secondment. In its absence, the EEAS reserves the right to refuse the secondment as a national expert.

C. Languages

- thorough knowledge of one EU working language and satisfactory knowledge of another one are required; in practical terms, in order to perform required duties, that means an excellent

¹ Regulation (EEC, Euratom, ECSC) No 259/68 of the Council of 29 February 1968 (OJ L 56, 4.3.1968, p.1) and successive amendments.

² Staff Regulations of Officials (SR) and the Conditions of Employment of Other Servants of the European Union (CEOS). For reference, see: <https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1570023902133&uri=CELEX:01962R0031-20190101>

command of written and spoken English, in particular good report-writing skills; good knowledge of written and spoken French is desirable.

D. Personal Qualities

- maintain the highest standards of personal integrity, impartiality and self-discipline. The expert must exercise the greatest discretion with regard to all facts and information coming to his/her knowledge in the performance of his/her duties;
- possess dynamic motivated and flexible personality Be able to adapt quickly to new situations and deal with new challenges, including missions in conflict area.

Equal opportunities

- The EEAS is committed to an equal opportunities policy for all its staff and applicants. The EEAS is committed to promoting gender equality and to preventing discrimination on any grounds. It actively welcomes applications from all qualified candidates from diverse backgrounds and from the broadest possible geographical basis amongst the EU Member States. We aim at a service which is truly representative of society, where each staff member feels respected, is able to give their best and can develop their full potential.
- Candidates with disabilities are invited to contact SNE-CSDP@eeas.europa.eu in order to accommodate any special needs and provide assistance to ensure the possibility to pass the selection procedure with equal opportunities as other candidates. If a candidate with a disability is selected for a vacant post, the EEAS is committed to providing reasonable accommodation in accordance with Art 1(d) (4) of the Staff Regulations.

Conditions of secondment

Cost-free SNEs shall remain in the service of their employer throughout the period of secondment and shall continue to be paid by that employer.

Duration of the secondment: Initial period up to two years, renewable up to four years.

The EEAS will cover:

- costs of professional travels (missions) incurred by the SNE posted in the EEAS HQ;
- accident insurance 24/7 for SNE (not family members).

Other expenses such as removal costs, allowances, salary, insurance, schooling (while the SNE maintains the right to enrol the children in an [European School Type I](#))^[3] and costs related to the enrolment to the Interinstitutional nurseries or the After-school centre managed by the early childhood centre of the European Commission shall not be covered by the EEAS. However, in case the SNE makes use of these two facilities for their dependent children, the EEAS shall recover any invoiced cost (including the institutional and the parental contribution) from the Seconded National Expert concerned on a yearly basis. For further information, please contact RM-01-COORDINATION@eeas.europa.eu.

Vacancy available from: 01/10/2026

Place of secondment: Brussels, Belgium

^[3] <https://www.eursec.eu/en/Accredited-European-Schools/About>

For further information, please contact:

Administrative questions: SNE-CSDP@eeas.europa.eu

Selection and profile related questions: **Guillem Riutord Sampol**, Head of Division, +32 2 584 11 73
email Guillem.RIUTORD-SAMPOL@eeas.europa.eu

EEAS Vacancy Notice

Seconded National Expert in the Peace, Partnerships and Crisis Management Directorate (MD-PSD.PCM)

Policy Officer / Conflict Prevention and Peace Mediation Sector in MD-PSD.PCM.2

COST-FREE

AD level post

Job No 494440

We are:

The European External Action Service (EEAS) supports the High Representative in the exercise of her mandate to conduct and implement an effective and coherent EU Common Foreign and Security Policy (CFSP), of representing the EU and of chairing the Foreign Affairs Council. It also supports the High Representative in her capacity as Vice-President of the Commission with regard to her responsibilities within the Commission in the external relations field including the coordination of other aspects of the EU's external action. The EEAS works in close cooperation with the General Secretariat of the Council, the services of the Commission and the Secretariat General of the European Parliament.

The "**Peace, Partnerships and Crisis Management Directorate**" (PCM) ensures effective coordination of EU response throughout the entire conflict cycle, from early warning and horizon scanning to political-strategic planning for crisis management and stabilisation. PCM ensures that the EU response is conflict sensitive and is based on a proper analysis with a focus on delivering stabilization and peace.

Within PCM, the PCM.2 division is in charge of developing EU peace, security and defence partnerships with third states, international and regional organisations, and informing EU conflict prevention and peace mediation, dialogue and negotiations. In line with the Strategic Compass, PCM.2 aims to make the EU a stronger and more reliable global partner in security and defence working for international peace and stability.

The division is the centre of expertise on conflict prevention, peace mediation and dialogue. PCM.2 identifies countries at risk of violent conflict through Early Warning and conducts conflicts analyses to identify triggers of violence, notably related to gender and electoral violence. It then mobilises EU Early Action to activate mitigation measures. This includes active identification of entry points for mediation opportunities, paving the way for involvement by EU foreign policy actors, especially EUSRs/EUSEs, Senior Management and Heads of Delegation. Close partnerships with EU Member States and civil society underpin all aspects of our work. PCM2 also provides operational support and capacity building for a wide range of actors to ensure that peace processes are inclusive and sustainable, while cementing a global network of bilateral and multilateral partners to coordinate our response

We propose:

The post of **Policy Officer** in the Peace, Security and Defence Partnerships Division (PCM.2) in the Managing Directorate Peace, Security and Defence (MD PSD).

The Policy Officer will join the **Conflict Prevention & Peace Mediation Sector**, which is responsible for the management of the EU conflict Early Warning System and Horizon Scanning, carrying out conflict analysis, providing advice on conflict sensitivity, as well as identifying opportunities for EU engagement in peace mediation and supporting their implementation. This team provides high-level analytical work as

well as practical advice to colleagues within the EEAS and the Commission on countries facing conflict and crisis. As a member of the team, the Policy Officer will be designing and facilitating various types of conflict analyses and supporting geographic departments and EU Delegations with strategic and operational advice on peace mediation, early warning and conflict prevention.

The Policy Officer will work in close coordination with EEAS geographic and horizontal services, as well as in collaboration with regional, international and multilateral organisations, key bilateral partners, research centres, think tanks and civil society.

Functions and Duties:

Under the functional authority of the Head of Division, the Policy Officer will perform the following main functions and duties:

- Provide support to EU peace mediation, including identifying openings for political engagements;
- Formulate and accompany EU mediation initiatives to facilitate involvement by EU foreign policy actors, especially EUSRs/EUSEs, Senior Management and Heads of Delegation;
- Planning and implementation of in-country missions, analytical workshops;
- Monitoring and follow-up of mediation and prevention actions;
- Provide advice to various actors within the EU (delegations, geographic desks, Member States) on matters related to conflict prevention and analysis;
- Coordinate initiatives to strengthen the Women, Peace and Security (WPS) agenda;
- Participate in inter-service meetings, panel discussions, conferences, workshops, etc.;
- Coordinate EU Member States on peace mediation through formal meetings;
- Coordinate the EU Group of Friends of Peace Mediation;
- Liaise effectively with civil society organisations engaged in peace mediation;
- Carry out tailored analyses to cover emerging developments, notably related to conflict triggers;
- Provide briefings for EEAS hierarchy in the fields of peace mediation and conflict prevention;
- Deliver trainings and wider capacity-building on peace mediation and conflict prevention;
- Develop and coordinate existing EU policies in the area of Mediation support;
- Contribute to the development of capacity building and new EU policies and concepts in peace mediation.

We are looking for:

- Dynamic professional, passionate about peace mediation, early warning, conflict prevention and quantitative data.
- Collaborative team player with excellent inter-personal and communication skills and a flexible attitude with regard to quickly changing agenda and travel.
- Self-motivated person interested in constantly improving his/her skills through continuous learning.

Legal basis:

- This vacancy is to be filled in accordance with the EEAS Decision of the High Representative of the Union for Foreign Affairs and Security Policy HR DEC(2014) 01 of 04/02/2014 establishing the rules applicable to National Experts seconded to the European External Action Service.

Eligibility criteria:

Candidates must:

- a) Be drawn from public administrations in Member States, from international organisations or, only in exceptional cases and with prior authorisation from other sources;
- b) Have at least three years' full-time experience of administrative, scientific, technical, advisory or supervisory functions equivalent to those of function groups AD or AST as defined in the Staff Regulations of Officials of the European Union and the Conditions of Employment of other servants of the Union¹ or, where justified in the interests of the service, professional training of an equivalent level.²;
- c) Have a thorough knowledge of one Union language and a satisfactory knowledge of a second language for the performance of his/her duties;
- d) Have a security clearance of minimum level **EU-SECRET/SECRET-UE** for the functions that he/she will carry out: Decision ADMIN(2025)42 on the security rules for the European External Action Service;
- e) Remain in the service of the employer throughout the period of secondment and shall be paid by that employer;
- f) Remain subject to the social security legislation applicable to the public administration, international administration or entity which employs the SNE and which will assume responsibility for expenses incurred abroad. In case of posting to an EU Delegation, the employer certifies that the SNE is covered for medical expenses incurred at the place of secondment, as well as costs of repatriation on health grounds throughout the full period of secondment;
- g) Ensure that there is no conflict of interest and that he/she will, at all times, safeguard the independence and coherence of EU foreign policy as well as the integrity and confidentiality of EU documentation, information and procedures.

Selection criteria:

A. Qualifications and experience required

- university diploma;
- three years' relevant professional experience and ideally professional experience in multinational organisations;
- have experience and knowledge of CFSP and CSDP;
- relevant experience in Conflict Prevention and Peace Mediation.

B. Skills required

- have the ability to remain objective in complex scenarios and to display sensitivity and sound judgement;
- have good organisational skills, the ability to work under pressure and with tight deadlines and to manage multiple tasks and unexpected demands;
- have excellent drafting and communication skills;
- have excellent negotiating skills in a multinational environment;
- have the ability to work professionally as a member of the division, in mixed-composition task forces and working groups, in an interesting but challenging environment;
- good computer skills are essential, notably in word processing, spreadsheets, presentations software, Internet / Intranet and email systems. Knowledge of other IT tools would be an asset.
- national security clearance at SECRET UE level. Such clearance needs to be obtained from the competent authorities before secondment to the European External Action Service. It must be valid for the entire period of secondment. In its absence, the EEAS reserves the right to refuse the secondment as a national expert.

¹ Regulation (EEC, Euratom, ECSC) No 259/68 of the Council of 29 February 1968 (OJ L 56, 4.3.1968, p.1) and successive amendments.

² Staff Regulations of Officials (SR) and the Conditions of Employment of Other Servants of the European Union (CEOS). For reference, see: <https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1570023902133&uri=CELEX:01962R0031-20190101>

C. Languages

- thorough knowledge of one EU working language and satisfactory knowledge of another one are required; in practical terms, in order to perform required duties, that means an excellent command of written and spoken English, in particular good report-writing skills; good knowledge of written and spoken French is desirable;

D. Personal Qualities

- maintain the highest standards of personal integrity, impartiality and self-discipline. The expert must exercise the greatest discretion with regard to all facts and information coming to his/her knowledge in the performance of his/her duties;
- possess dynamic motivated and flexible personality Be able to adapt quickly to new situations and deal with new challenges, including missions in conflict area.

Equal opportunities

- The EEAS is committed to an equal opportunities policy for all its staff and applicants. The EEAS is committed to promoting gender equality and to preventing discrimination on any grounds. It actively welcomes applications from all qualified candidates from diverse backgrounds and from the broadest possible geographical basis amongst the EU Member States. We aim at a service which is truly representative of society, where each staff member feels respected, is able to give their best and can develop their full potential.
- Candidates with disabilities are invited to contact SNE-CSDP@eeas.europa.eu in order to accommodate any special needs and provide assistance to ensure the possibility to pass the selection procedure with equal opportunities as other candidates. If a candidate with a disability is selected for a vacant post, the EEAS is committed to providing reasonable accommodation in accordance with Art 1(d) (4) of the Staff Regulations.

Conditions of secondment

Cost-free SNEs shall remain in the service of their employer throughout the period of secondment and shall continue to be paid by that employer.

Duration of the secondment: Initial period up to two years, renewable up to four years.

The EEAS will cover:

- costs of professional travels (missions) incurred by the SNE posted in the EEAS HQ;
- accident insurance 24/7 for SNE (not family members).

Other expenses such as removal costs, allowances, salary, insurance, schooling (while the SNE maintains the right to enrol the children in an [European School Type I](#))^[3] and costs related to the enrolment to the Interinstitutional nurseries or the After-school centre managed by the early childhood centre of the European Commission shall not be covered by the EEAS. However, in case the SNE makes use of these two facilities for their dependent children, the EEAS shall recover any invoiced cost (including the institutional and the parental contribution) from the Seconded National Expert concerned on a yearly basis. For further information, please contact RM-01-COORDINATION@eeas.europa.eu.

[3] <https://www.eursc.eu/en/Accredited-European-Schools/About>

Vacancy available from: 16/09/2026

Place of secondment: Brussels, Belgium

For further information, please contact:

Administrative questions: SNE-CSDP@eeas.europa.eu

Selection and profile related questions: Guillem Riutord Sampol, Head of Division, +32 2 584 11 73
email Guillem.RIUTORD-SAMPOL@eeas.europa.eu

EEAS Vacancy Notice

Seconded National Expert in Directorate for Middle East and North Africa (MENA)

Policy Officer Morocco, POL.MENA.3 – North Africa Division

COST-FREE

AD level post

Job No 290011

We are:

The European External Action Service (EEAS) supports the High Representative in the exercise of her mandate to conduct and implement an effective and coherent EU Common Foreign and Security Policy (CFSP), of representing the EU and of chairing the Foreign Affairs Council. It also supports the High Representative in her capacity as Vice-President of the Commission with regard to her responsibilities within the Commission in the external relations field including the coordination of other aspects of the EU's external action. The EEAS works in close cooperation with the General Secretariat of the Council, the services of the Commission and the Secretariat General of the European Parliament.

We propose: (To be completed by Directorate/Division)

The post of a “cost-free” Seconded National Expert on the position of co-desk officer for Morocco.

The successful candidate will join the POL.MENA.3 Division, which covers bilateral and sub-regional relations with Algeria, Egypt, Libya, Morocco, and Tunisia.

Functions and Duties:

Under the authority of the Head of Division and the Deputy Head of Division, the Seconded National Expert is expected to perform the following tasks:

- To contribute to the definition and implementation of EU policies affecting relations with Morocco on the basis of the EU-Morocco Association Agreement and relevant policy and legal frameworks;
- To contribute to monitor, analyse and follow-up on domestic and foreign policy developments in Morocco, taking into consideration the regional challenges;
- To support and, as appropriate, organise bilateral dialogues (foreign policy, human rights, migration, and a wide range of co-operation in technical sectors), notably in the context of Committees and Sub-committees as defined by the Association Agreement;
- To liaise and coordinate with other relevant EEAS departments, relevant Commission Directorates-General, Council General Secretariat and the European Parliament;
- To ensure effective coordination and liaison with the EU Delegation in Rabat;
- To ensure effective coordination and liaison with EU member States (notably through the Maghreb-Mashreq Working Group/MaMa);
- To develop and maintain contacts at working level with other stakeholders in particular diplomatic missions, civil society, international organizations;

- To draft and contribute to briefings, reports, speeches, statements, correspondence, and other communications as well as to contribute to the organization of high-level visits;
- To contribute to other tasks within the division as required.

We are looking for:

The European External Action Service (EEAS) is seeking a dynamic, proactive and highly motivated colleague with strong analytical and networking skills to occupy the post of Seconded National Expert (SNE).

The candidate should have a good understanding of EU policy-making and decision-making processes, and an understanding of inter-institutional relations as well as relevant experience in politically sensitive posts. The candidate will be working in a friendly and dynamic environment and contribute to the work of a team of 14 people. He/she will be embedded in an international and multicultural environment, working in close synergy with Member States and EU institutions.

Legal basis:

- This vacancy is to be filled in accordance with the EEAS Decision of the High Representative of the Union for Foreign Affairs and Security Policy HR DEC(2014) 01 of 04/02/2014 establishing the rules applicable to National Experts seconded to the European External Action Service.

Eligibility criteria:

Candidates must:

- a) Be drawn from public administrations in Member States, from international organisations or, only in exceptional cases and with prior authorisation from other sources;
- b) Have at least three years' full-time experience of administrative, scientific, technical, advisory or supervisory functions equivalent to those of function groups AD or AST as defined in the Staff Regulations of Officials of the European Union and the Conditions of Employment of other servants of the Union or, where justified in the interests of the service, professional training of an equivalent level.¹;
- c) Have a thorough knowledge of one Union language and a satisfactory knowledge of a second language for the performance of his/her duties;
- d) Have a security clearance of minimum level **EU-SECRET/SECRET-UE** for the functions that he/she will carry out;
- e) Remain in the service of the employer throughout the period of secondment and shall be paid by that employer;
- f) Remain subject to the social security legislation applicable to the public administration, international administration or entity which employs the SNE and which will assume responsibility for expenses incurred abroad. In case of posting to an EU Delegation, the employer certifies that the SNE is covered for medical expenses incurred at the place of secondment, as well as costs of repatriation on health grounds throughout the full period of secondment;

¹ Staff Regulations of Officials (SR) and the Conditions of Employment of Other Servants of the European Union (CEOS). For reference, see: <https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1570023902133&uri=CELEX:01962R0031-20190101>

- g) Ensure that there is no conflict of interest and that he/she will, at all times, safeguard the independence and coherence of EU foreign policy as well as the integrity and confidentiality of EU documentation, information and procedures.

Selection criteria: (To be adapted as appropriate by the relevant Division)

Candidates should:

A. Professional knowledge

- Have at least five years of professional experience, preferably in a Ministry of Foreign Affairs.
- Have extensive knowledge of the MENA region and possess excellent analytical skills and political judgement.
- Good working knowledge of the EU (institutional) environment and instruments in the area of external policy.

B. Skills

- Have the capacity to work and communicate under time constraints in an international diplomatic and multilingual environment. Intercultural sensitivity and a pragmatic, problem-solving attitude, are required skills.
- Have the ability to work in team and experience in coordinating with a high number of different actors.
- Have excellent communication and in particular drafting skills.

C. Languages

- Excellent command of both French and English, orally and in writing (French is the working language for three of the five countries covered by the Division) is required for the position. Knowledge of Arabic would be a strong asset.

D. Personal Qualities

- Be dynamic, motivated, resilient, flexible, and work with a true team spirit. Able to adapt quickly to fluid situations and deal with new challenges.

Equal opportunities

- The EEAS is committed to an equal opportunities policy for all its staff and applicants. The EEAS is committed to promoting gender equality and to preventing discrimination on any grounds. It actively welcomes applications from all qualified candidates from diverse backgrounds and from the broadest possible geographical basis amongst the EU Member States. We aim at a service which is truly representative of society, where each staff member feels respected, is able to give their best and can develop their full potential.

- Candidates with disabilities are invited to contact SNE-HQ@eeas.europa.eu in order to accommodate any special needs and provide assistance to ensure the possibility to pass the selection procedure with equal opportunities as other candidates. If a candidate with a disability is selected for a vacant post, the EEAS is committed to providing reasonable accommodation in accordance with Art 1d.4 of the Staff Regulations.

Conditions of secondment

SNEs shall remain in the service of their employer throughout the period of secondment and shall continue to be paid by that employer.

Other expenses such as removal costs, allowances, salary, insurance, schooling (while the SNE maintains the right to enrol the children in an European School Type I)[1] and costs related to the enrolment to the Interinstitutional nurseries or the After-school centre managed by the early childhood centre of the European Commission shall not be covered by the EEAS. However, in case the SNE makes use of these two facilities for their dependent children, the EEAS shall recover any invoiced cost (including the institutional and the parental contribution) from the Seconded National Expert concerned on a yearly basis. For further information, please contact RM-01-COORDINATION@eeas.europa.eu

Duration of the secondment: 2 years, renewable up to 4 years in total

Vacancy available from: 1 August 2026

Place of secondment: Brussels, Belgium

For further information, please contact:

SNE-HQ@eeas.europa.eu



EEAS Vacancy Notice

Seconded National Expert in Directorate for Middle East and North Africa (MENA)

Policy Officer North Africa, POL.MENA.3 – North Africa Division

COST-FREE

AD level post

Job No 418886

We are:

The European External Action Service (EEAS) supports the High Representative in the exercise of her mandate to conduct and implement an effective and coherent EU Common Foreign and Security Policy (CFSP), of representing the EU and of chairing the Foreign Affairs Council. It also supports the High Representative in her capacity as Vice-President of the Commission with regard to her responsibilities within the Commission in the external relations field including the coordination of other aspects of the EU's external action. The EEAS works in close cooperation with the General Secretariat of the Council, the services of the Commission and the Secretariat General of the European Parliament.

We propose: (To be completed by Directorate/Division)

The post of a “cost-free” Seconded National Expert on the position of co-desk officer for North Africa.

The successful candidate will join the POL.MENA.3 Division, which covers bilateral and sub-regional relations with Algeria, Egypt, Libya, Morocco, and Tunisia.

Functions and Duties:

Under the authority of the Head of Division and the Deputy Head of Division, the Seconded National Expert is expected to perform the following tasks:

- To contribute to the definition and implementation of EU policies affecting relations with one or more of the countries covered by the Division, including the implementation of the Association Agreements the EU has concluded with four of the five countries and other relevant frameworks such as Strategic and Comprehensive Partnerships or the Pact for the Mediterranean;
- To contribute to monitor, analyse and follow-up on domestic and foreign policy developments in North Africa, taking into consideration the regional challenges;
- To support and, as appropriate, organise bilateral dialogues (foreign policy, human rights, migration, and a wide range of co-operation in technical sectors), notably in the context of Committees and Sub-committees as defined by the Association Agreements;
- To liaise and coordinate with other relevant EEAS departments, relevant Commission Directorates-General, Council General Secretariat and the European Parliament;
- To ensure effective coordination and liaison with the EU Delegations in North Africa;
- To ensure effective coordination and liaison with EU member States (notably through the Maghreb-Mashreq Working Group/MaMa);
- To develop and maintain contacts at working level with other stakeholders in particular diplomatic missions, civil society, international organizations;

- To draft and contribute to briefings, reports, speeches, statements, correspondence, and other communications as well as to contribute to the organization of high-level visits;
- To contribute to other tasks within the division as required.

We are looking for:

The European External Action Service (EEAS) is seeking a dynamic, proactive and highly motivated colleague with strong analytical and networking skills to occupy the post of Seconded National Expert (SNE).

The candidate should have a good understanding of EU policy-making and decision-making processes, and an understanding of inter-institutional relations as well as relevant experience in politically sensitive posts. The candidate will be working in a friendly and dynamic environment and contribute to the work of a team of 14 people. He/she will be embedded in an international and multicultural environment, working in close synergy with Member States and EU institutions.

Legal basis:

- This vacancy is to be filled in accordance with the EEAS Decision of the High Representative of the Union for Foreign Affairs and Security Policy HR DEC(2014) 01 of 04/02/2014 establishing the rules applicable to National Experts seconded to the European External Action Service.

Eligibility criteria:

Candidates must:

- a) Be drawn from public administrations in Member States, from international organisations or, only in exceptional cases and with prior authorisation from other sources;
- b) Have at least three years' full-time experience of administrative, scientific, technical, advisory or supervisory functions equivalent to those of function groups AD or AST as defined in the Staff Regulations of Officials of the European Union and the Conditions of Employment of other servants of the Union or, where justified in the interests of the service, professional training of an equivalent level.¹;
- c) Have a thorough knowledge of one Union language and a satisfactory knowledge of a second language for the performance of his/her duties;
- d) Have a security clearance of minimum level **EU-SECRET/SECRET-UE** for the functions that he/she will carry out;
- e) Remain in the service of the employer throughout the period of secondment and shall be paid by that employer;
- f) Remain subject to the social security legislation applicable to the public administration, international administration or entity which employs the SNE and which will assume responsibility for expenses incurred abroad. In case of posting to an EU Delegation, the employer certifies that the SNE is covered for medical expenses incurred at the place of secondment, as well as costs of repatriation on health grounds throughout the full period of secondment;

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- g) Ensure that there is no conflict of interest and that he/she will, at all times, safeguard the independence and coherence of EU foreign policy as well as the integrity and confidentiality of EU documentation, information and procedures.

Selection criteria: (To be adapted as appropriate by the relevant Division)

Candidates should:

A. Professional knowledge

- Have at least five years of professional experience, preferably in a Ministry of Foreign Affairs.
- Have extensive knowledge of the MENA region and possess excellent analytical skills and political judgement.
- Good working knowledge of the EU (institutional) environment and instruments in the area of external policy.

B. Skills

- Have the capacity to work and communicate under time constraints in an international diplomatic and multilingual environment. Intercultural sensitivity and a pragmatic, problem-solving attitude, are required skills.
- Have the ability to work in team and experience in coordinating with a high number of different actors.
- Have excellent communication and in particular drafting skills.

C. Languages

- Excellent command of both French and English, orally and in writing (French is the working language for three of the five countries covered by the Division) is required for the position. Knowledge of Arabic would be a strong asset.

D. Personal Qualities

- Be dynamic, motivated, resilient, flexible, and work with a true team spirit. Able to adapt quickly to fluid situations and deal with new challenges.

Equal opportunities

- The EEAS is committed to an equal opportunities policy for all its staff and applicants. The EEAS is committed to promoting gender equality and to preventing discrimination on any grounds. It actively welcomes applications from all qualified candidates from diverse backgrounds and from the broadest possible geographical basis amongst the EU Member States. We aim at a service which is truly representative of society, where each staff member feels respected, is able to give their best and can develop their full potential.

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Conditions of secondment

SNEs shall remain in the service of their employer throughout the period of secondment and shall continue to be paid by that employer.

Other expenses such as removal costs, allowances, salary, insurance, schooling (while the SNE maintains the right to enrol the children in an European School Type I)[1] and costs related to the enrolment to the Interinstitutional nurseries or the After-school centre managed by the early childhood centre of the European Commission shall not be covered by the EEAS. However, in case the SNE makes use of these two facilities for their dependent children, the EEAS shall recover any invoiced cost (including the institutional and the parental contribution) from the Seconded National Expert concerned on a yearly basis. For further information, please contact RM-01-COORDINATION@eeas.europa.eu

Duration of the secondment: 2 years, renewable up to 4 years in total

Vacancy available from: 1 August 2026

Place of secondment: Brussels, Belgium

For further information, please contact:

SNE-HQ@eeas.europa.eu

