

Seconded National Expert (cost-free)
at the European External Action Service (EEAS)
of the European Union
Civilian Planning and Conduct Capability (CPCC)
- Civilian Capabilities Expert -

Job description (job no. 299701)

A. Tasks

Under the authority of the Deputy HoD CPCC.2/Head of Operational Planning and Horizontal Issues Section, the Seconded National Expert is expected to perform the following tasks:

- Develop and support CPCC work strands related to the development of Civilian Capabilities. Act as focal point in the Section and coordinate in-house input and with Member States.
- As part of the operational planning process, coordinate input on lessons processes and best practice development.
- Support Operational Planning process (launch of new missions/revision of existing missions).
- Contribute to the monitoring and evaluation for civilian CSDP missions, including possible impact assessments best practice and contribute to maintaining related methodology.
- Support to the implementation of the civilian CSDP Compact, including its Joint EEAS/Commission Action Plan and relevant clusters in CPCC.
- Support the training portfolio in the section in particular in addressing lessons identified, best practice and monitoring/evaluation matters.
- Represent as required CPCC at meetings of preparatory groups/Council working parties and other meetings on all these subjects;
- Help prepare and take part in discussions of working parties and committees concerned with the above areas, especially the Committee for Civilian Aspects of Crisis Management, Relex Counsellors including through drafting notes or any other documents relating to the discussions.
- Maintain close contact with relevant services within the EEAS, notably geographical desks, the Military Staff, the Crisis Management Planning Department, as well as with the Commission for the purposes of assigned tasks.
- Maintain contact with international organisations (for example the UN, OSCE, the Council of Europe and third countries, where relevant, for the purposes of assigned tasks).
- Contribute to CPCC's standardisation work.

B. Qualifications and Experience

- Have a University degree that is relevant for the post;
- Have at least 7 years of relevant and proven professional experience after having completed his/her studies;
- Have a good knowledge of the procedures of the EEAS and the General Secretariat of the Council as well as of the Commission's relevant services;
- Have a good knowledge of the European Union's external action mechanisms, in particular CSDP;

- Have a knowledge of civilian crisis management mechanisms;
- Have a good understanding of operational evaluation processes;
- Experience in the field would be an asset;
- Possess strong organisational skills and have relevant experience, including in management positions where possible;
- Have the ability to draft well in CFSP languages; knowledge of other languages would be an advantage;
- Have a good grasp of standard IT-tools.

C. Requirements/skills

- Ability to maintain objectivity in complex scenarios and to display sensitivity and sound judgement;
- 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 in interdisciplinary and intercultural teams;
- To be prepared to travel on mission to current or potential crisis areas and to do so at short notice.
- To maintain the highest standards of personal integrity, impartiality and self-discipline. 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;
- National security clearance at EU SECRET level. Such clearance needs to be obtained from the competent authorities before secondment to the EEAS. The validity of the clearance should cover the entire period of the secondment. In the absence thereof, the EEAS reserves the right to refuse the candidate's secondment as a national expert.

D. General conditions

- Be a national of one of the Member States of the European Union and enjoy full rights as a citizen.

**[For more information related to the selection, please contact Mr Michael Merker,
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