

## EEAS Vacancy Notice

COST-FREE

Seconded National Expert

Delegation of the European Union to New York

AD level post

Job No 392082

### 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 position of Seconded National Expert in the Political, Press and Information Section at the **EU Delegation to the United Nations, New York** as a "cost-free" secondment, i.e. salary, insurances, schooling and other costs to be paid by the EU MS as appropriate.

### Overall purpose:

The selected SNE will assist the EU Delegation to ensure an efficient, comprehensive and human rights-based EU approach to disinformation and contribute to the design of positive information campaigns in the UN context.

### We are looking for:

The European External Action Service (EEAS) is seeking a highly motivated colleague (SNE) to occupy the post of Seconded National Expert (SNE) (Press and Information Officer) **at the EU Delegation in New York**. The expert will assist / contribute to:

- Ensure coordination of EU positions and conduct negotiations with the UN membership on initiatives (resolutions, declarations, etc.) related to the fight against disinformation and other questions relating to information in UN bodies, including the General Assembly.
- Participate in UN meetings, including but not limited to UNGA and its subsidiary bodies, Groups of Friends, etc.
- Formulate policy proposals and design possible initiatives, in close cooperation with the EEAS Strategic Communications Divisions, to be pursued at the UN in New York. Contribute to the EU's input into the follow-up to the UNSG Guterres' proposal to develop a "Global Code of Conduct on the integrity of information".
- Draft briefings for the HoD/DHoD's meetings with UN officials or diplomats; draft feedback reports.
- Develop narratives/LTTs and outreach strategies specifically tailored for the UN fora, including to support EUMS on the UN Security Council.
- Design public diplomacy efforts aimed at giving visibility to EU action in the fight against disinformation as well as address public diplomacy challenges.

- Maintain and develop relations with UN interlocutors in New York, including UN Department of Global Communications and diplomats from UN Member States, as well as civil society and private sector – to promote and protect EU interests, values and visibility; maintain relations with other international organisations represented at the UN.
- Contribute to other policy coordination tasks under the responsibility of the head of section, including but not limited to the EU's cross-regional outreach strategy in New York.

**Legal basis:**

This vacancy is to be filled in accordance with 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:

- Be drawn from public administrations in Member States, from international organisations or, only in exceptional cases and with prior authorisation from other sources;
- 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<sup>1</sup> or, where justified in the interests of the service, professional training of an equivalent level.
- Have a thorough knowledge of one Union language and a satisfactory knowledge of a second language for the performance of his/her duties.
- Have a security clearance of minimum level **EU-SECRET** for the functions that he/she will carry out.
- Remain in the service of the employer throughout the period of secondment and shall be paid by that employer.
- 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
- Ensure that there is no conflict of interest and that they 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**

- Experience of at least 3 years in the public administration of an EU Member State (foreign affairs); proven track record in analysis and reporting; experience working in third countries (Embassy, International organization, NGO, etc.); knowledge of EU institutions, related decision-making processes (CFSP-CSDP), EU external action and related EU external policies (geographic and thematic).

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<sup>1</sup> 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. Skills

- Have the capacity to work and communicate under time constraints in an international diplomatic and multilingual environment. Intercultural sensitivity skills are required.
- Have the ability to work as part of a team, to coordinate and to communicate effectively.
- Have solid analytical capability as well as drafting and reporting skills. Rapid grasp of problems and capacity to identify issues and solutions.

### D. Languages

Fluent knowledge in English. French would be an advantage.

### E. 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 employees and applicants for employment. As an employer, 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 that 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-Delegations@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: Initial period up to 2, renewable up to 4 years

**The EEAS will cover for certain security costs and missions costs incurred by the SNE posted in the EU Delegation. Other costs such as removal costs, accommodation, salary, insurance, schooling, etc. shall not be covered by the EEAS.**

**Vacant available from: Immediately**

**For further information, please contact:**

[SNE-DELEGATIONS@eeas.europa.eu](mailto:SNE-DELEGATIONS@eeas.europa.eu)

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