

EEAS Vacancy Notice

Cost-free Seconded National Expert

AD level post

Job No 425265

Panama

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 (Political Officer) at the EU Delegation to **Panama, as a “cost-free” secondment, i.e. salary, insurances, schooling and other costs to be paid by the EU MS as appropriate. This position is located in Panama City.**

We are looking for:

The European External Action Service (EEAS) is seeking a highly motivated colleague to occupy the post of Seconded National Expert (SNE) at the Panama EU Delegation, in the Political, Press and Information Section.

Overall purpose:

The SNE in the Political Section is expected to make a significant contribution to the work of the Delegation, including by ensuring that the EU cooperation with Panama is based on a solid analysis of the security, socio-economic and political situation in Panama and the region. Towards this end, the SNE will monitor and contribute in particular to the analysis and reporting in the field of transnational crime and illegal flows, as detailed in the following section.

Under the direct supervision of the Head of Delegation (HoD), will assist the Head of Section in co-ordinating the section's activities, where required.

Policy analysis

- Analyse and assess relevant political, social, security and economic developments concerning the country;
- Contribute to the implementation of the EU political objectives, priorities and policies at bi-lateral/regional level, with a particular focus on the following areas: drugs trafficking; citizen security; human trafficking, illicit trade and flows (protected fauna flora, and minerals); illegal fishing; transnational crime, money laundering, terrorism financing, and funding for the proliferation of weapons of mass destruction.
- Accompany the activities of EL PacCTo and Illicit Flows EU Programmes implemented in Panama;
- Follow up and cooperate with the regional/national offices of the relevant UN agencies (UNODC, IOM, UNHCR, etc.) and regional organizations (such as SICA).
- Ensure close cooperation with relevant EU Delegations in the region (Colombia, Costa Rica, El Salvador, Venezuela, Dominican Republic, Ecuador...)
- Participate in stakeholder consultations (Security forces, customs, UN, MS and other diplomatic missions, NGOs, civil society) on the above-mentioned issues
- Draft and update comprehensive analysis reports, annual reports, synthesis reports, flash reports and briefings as required;
- Coordinate with section colleagues and provide advice to Head of Delegation on the issues under his/her area of responsibility.

Support the Head of Delegation's tasks of representation, negotiation and communication

- Support the section in its representation, negotiation and communication activities vis à vis Panamanian authorities, diplomatic missions and international organisations, police forces, public and private organisations, on areas of responsibility;
- Maintain network of contacts with Panamanian officials, customs, media, NGOs, think tanks, academics, Member States, third country representations.

Missions, Meetings and Visits

- Support in the preparation of high-level visits and missions, ad hoc events, field visits, etc.

Support for Presidency functions

- Assist for coordination meetings of EU (Political Counsellors, Consular Affairs, Local Schengen Cooperation, etc.);
- In areas of responsibility: preparation of presentations, documentation, organisation of visits;
- Drafting of minutes, when required.

External Communication

- Distribute information on EU policies.
- Act as focal point for all enquiries regarding the area(s) of thematic responsibility.
- Maintain good contacts with relevant security actors with a view to explaining EU policies.

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:

- 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** 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 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 above mentioned areas at institutional level in analysis and reporting;
Experience of at least 3 years in third countries (Embassy, International organization, NGO, etc.);
Knowledge of international security issues / fight against transnational crime;
Familiarity with EU institutions, EU external action and related EU external policies (e.g. CFSP).

B. Skills

Capacity to work and communicate under time constraints in an international diplomatic and multilingual environment.

Teamwork. Coordination and communication skills.

Solid analytical capability as well as drafting and reporting skills. Rapid grasp of problems and capacity to identify issues and solutions. Ability to work in a politically and culturally sensitive environment.

C. Languages

Fluency in both Spanish and English is required (writing/drafting, speaking).

D. Personal Qualities

Be dynamic and stress resilient. Motivated and flexible personality. Able to adapt quickly to new situations and deal with new challenges. Able to periodically handle very heavy workload during the Human Rights Council sessions.

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 two years, 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, 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