|  |  |
| --- | --- |
| Logo of the European Commission, 12 yellow stars on a blue background arranged in a circle and framed by two light grey graphic elements representing the Berlaymont building, which is the headquarter of the European Commission. | EUROPEAN COMMISSION |

VACANCY NOTICE FOR A POST OF SECONDED NATIONAL EXPERT

|  |  |
| --- | --- |
| DG – Directorate – Unit | DG ECHO-Dir A-Unit A.3 |
| Post number in sysper: | 410661 |
| Contact person:  Provisional starting date:  Initial duration:  Place of secondment: | **Maria ZUBER -** [Maria.ZUBER@ec.europa.eu](mailto:Maria.ZUBER@ec.europa.eu)  3rd quarter 2023  2 years  Brussels  Luxemburg  Other: |
| Type of secondment |  |
| This vacancy notice is open to:    as well as  The following EFTA countries:  Iceland  Liechtenstein  Norway  Switzerland  The following third countries: ….  The following intergovernmental organisations: … | |
| Deadline for applications |  |

**Entity Presentation (We are)**

The European Commission's Civil Protection and Humanitarian Operations Directorate General (ECHO) is responsible for responding to major crises around the world through both the Union Civil Protection Mechanism (UCPM) and ECHO’s humanitarian channels. The jobholder will be assigned to the Security and Situational Awareness unit (ECHO A.3) within the Emergency Management and rescEU Directorate, which is responsible for facilitating responses to crises through the Emergency Response Coordination Centre (ERCC), the operational arm of the UCPM.

**Job Presentation (We propose)**

The jobholder’s primary task will be to support the ERCC’s work on anticipation and longer-term foresight, which is intended to enhance operational readiness. He/She will be expected to focus on cross-border and cross-sectoral risk/threat landscape. The jobholder may also support other related work strands within ECHO and on the part of interlocutors, including authorities in Member States. The jobholder will. work closely with many different teams of DG ECHO, including the ERCC, ECHO’s capacities team (responsible for rescEU and the maintenance of the European Civil Protection Pool), relevant policy units within ECHO responsible for both civil protection and humanitarian affairs, as well as other services within the Commission, EEAS and Council (including the Integrated Political Crisis Response (IPCR) arrangements), Member States’ authorities, international organisations, and other relevant stakeholders.

Notably, the SNE’s will contribute to the following:

* The maintenance and further build-out of the ERCC’s strategic anticipation and foresight function, part of the ‘ERCC 2.0’ initiative launched in 2021. This function aims to provide the ERCC and other stakeholders with a better understanding of the evolving cross-border and cross-sectoral risk/threat landscape and what implications it might have for both individual ongoing operations and crisis management through the UCPM;
* The continued mainstreaming of anticipation/foresight thinking into UCPM operations and operational planning;
* The continued linking of the outcomes of anticipation/foresight outcomes to capacity development vis-à-vis rescEU and the European Civil Protection Pool;
* Decision-making on specific UCPM operations, including through the preparation of different kinds of analytical products, targeted media monitoring and reporting.

**Jobholder Profile (We look for)**

Security and Situational Awareness unit (ECHO A.3) is seeking a flexible and service-minded colleague. We look for a candidate with:

* Background in civil protection or emergency management
* Substantial experience in foresight and anticipation, especially in analysing cross-border or cross-sectorial risks
* Operational and/or policy development crisis management experience
* Previous experience working within specific sectors (e.g. crisis management, civil protection, humanitarian aid, defence, energy, transport, telecommunications, etc.), in national government administrations (including national crisis coordination functions), and/or in/with international organisations
* Familiarity with UCPM as well as the interplay between different European Institutions
* Previous experience working in a national crisis centre and international field experience are an asset
* Ability to familiarize him/herself with new, sometimes very technical subjects and to manage a number of complex files simultaneously
* Very good drafting skills
* Very good knowledge of Microsoft Office
* Excellent command of written and spoken English
* Good interpersonal skills and a committed team player

**Eligibility criteria**

The secondment will be governed by the **Commission Decision C(2008) 6866** of 12/11/2008 laying down rules on the secondment to the Commission of national experts and national experts in professional training (SNE Decision).

Under the terms of the SNE Decision, you need to comply with the following eligibility criteria at **the starting date** of the secondment:

* Professional experience: at least three years of professional experience in administrative, legal, scientific, technical, advisory or supervisory functions which are equivalent to those of function group AD.
* Seniority: having worked for at least one full year (12 months) with your current employer on a permanent or contract basis.
* Employer: must be a national, regional or local administration or an intergovernmental public organisation (IGO); exceptionally and following a specific derogation, the Commission may accept applications where your employer is a public sector body (e.g., an agency or regulatory institute), university or independent research institute.
* Linguistic skills: thorough knowledge of one of the EU languages and a satisfactory knowledge of another EU language to the extent necessary for the performance of the duties. If you come from a third country, you must produce evidence of a thorough knowledge of the EU language necessary for the performance of his duties.

**Conditions of secondment**

During the full duration of your secondment, you must remain employed and remunerated by your employer and covered by your (national) social security system.

You shall exercise your duties within the Commission under the conditions as set out by aforementioned SNE Decision and be subject to the rules on confidentiality, loyalty and absence of conflict of interest as defined therein.

In case the position is published with allowances, these can only be granted when you fulfil the conditions provided for in Article 17 of the SNE decision.

Staff posted in a European Union Delegation are required to have a security clearance (up to SECRET UE/EU SECRET level according to [Commission Decision (EU, Euratom) 2015/444 of 13 March 2015](https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:32015D0444). It is up to you to launch the vetting procedure before getting the secondment confirmation.

**Submission of applications and selection procedure**

If you are interested, please follow the instructions given by your employer on how to apply.

The European Commission **only accepts applications which have been submitted through the Permanent Representation / Diplomatic Mission to the EU of your country, the EFTA Secretariat or through the channel(s) it has specifically agreed to**. Applications received directly from you or your employer will not be taken into consideration.

You should draft you CV in English, French or German using the **Europass CV format** ([[Create your Europass CV | Europass](https://europa.eu/europass/en/create-europass-cv)](http://europass.cedefop.europa.eu/en/documents/curriculum-vitae)). It must mention your nationality.

Please do not add any other documents(such as copy of passport, copy of degrees or certificate of professional experience, etc.). If necessary, these will be requested at a later stage.

**Processing of personal data**

The Commission will ensure that candidates’ personal data are processed as required by Regulation (EU) 2018/1725 of the European Parliament and of the Council ([[1]](#footnote-1)). This applies in particular to the confidentiality and security of such data. Before applying, please read the attached privacy statement.

1. () Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (OJ L 295, 21.11.2018, p. 39 [↑](#footnote-ref-1)