

**Seconded National Expert (SNE)
at the General Secretariat of the Council of the European Union**

**Services attached to the Secretary-General
Counter-Terrorism Coordination**

Ref.: END/3/2019 (5242) - 1 post

Job description

A. Tasks and responsibilities

As adviser to the EU Counter-Terrorism Coordinator (EU CTC), the expert will be called upon to:

- coordinate initiatives related to counter-terrorism (CT) and countering violent extremism (CVE), both internally and externally, under the authority of the EU CTC;
- identify areas for CT/CVE cooperation within the EU and with third countries and help to set up CT projects, both within and outside the EU; provide input and ideas and work with the EU institutions, Member States and other actors on implementation;
- keep up-to-date on a broad range of issues related to terrorism, including by extensive research and reading; maintain an overview of activities related to terrorism in the context of the files under discussion in all Council bodies and working parties, and of relevant developments at the Commission, the European External Action Service and the European Parliament; attend working party meetings as appropriate;
- attend meetings alongside the EU CTC or on his behalf, including in third countries; replace the EU CTC and intervene on his behalf in the European and international context; speak frequently in public;
- promptly draft policy papers, including for the Council, speeches and other written input;

- brief and advise the EU CTC on the technical and policy/political aspects of a broad range of complex files, evaluate implementation and identify areas for further progress;
- handle files proactively, continuously and autonomously with the relevant actors and contribute comments, input and new ideas;
- liaise and coordinate closely with EU institutions and agencies, Member States, third countries, international organisations and think tanks;
- facilitate close links between high-level authorities dealing with CT in the home country and the EU CTC.

B. Qualifications and experience required

Essential:

- a university degree (Master's degree)
- experience of working with security actors in the home country and/or overseas
- excellent written and spoken English and satisfactory knowledge of another official language of the European Union¹
- experience in the field of security
- experience of policy-making in relation to the internal and external aspects of security and counter-terrorism

Advantageous:

- experience in a senior-level position in the home country and/or overseas
- experience of international relations
- experience of working in an international environment
- experience/knowledge of the functioning of the EU in the field of security (internal and external)
- a good command of French

¹ The official languages of the EU are: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, Irish, German, Greek, Hungarian, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish and Swedish.

C. Skills and abilities required

- Willingness and capacity to work in a fast-paced, demanding and politically sensitive environment with a heavy workload
- Ability to quickly master both the technical and political aspects of a wide variety of complex files and proactively provide forward-looking advice
- Excellent drafting, (oral and written) communication and networking skills
- Strong sense of political judgment
- Results-driven approach
- Strong sense of initiative, creativity, autonomy and responsibility
- Readiness and availability to travel frequently within and outside the EU, including to high-risk countries
- Ability to work effectively as a team member
- Discretion

D. General conditions:

The expert must:

- be a national of one of the Member States of the European Union and enjoy full rights as a citizen;
- have EU SECRET security clearance. Such clearance must be obtained by the candidate from the relevant national authorities before his or her secondment to the General Secretariat of the Council. This clearance must be valid for the whole duration of the secondment. If the candidate does not have such clearance, the General Secretariat reserves the right to refuse the secondment as national expert.

The General Secretariat of the Council applies an equal opportunities policy.

Further information on the nature of the post can be obtained from Ms Christiane Hoehn, (+32 2 2815380 - christiane.hoehn@consilium.europa.eu), Office of the EU Counter-Terrorism Coordinator.