

END/SNE – JOB DESCRIPTION

Job Framework

<u>Job Title:</u>	END/SNE – UN Section
<u>Job Location:</u>	Delegation of the European Union to the Holy See, Order of Malta, UN Organisations in Rome and Republic of San Marino; Rome, Italy
<u>Job Number:</u>	113713
<u>Areas of activity:</u>	Development Policy, Food Security, Sustainable Agriculture, Rural Development, Disaster Preparedness and Response, Resilience
<u>Category:</u>	AD
<u>Duration of secondment:</u>	3 years

Job Content

Overall purpose: contribute to

- analysis and reporting on developments in the Rome Based UN Agencies (FAO, IFAD and WFP), including their relations with the EU and its Member States
- advancing EU policy priorities in the work of and cooperation with the Rome-Based UN Agencies
- EU coordination on FAO and related matters

under the direct supervision of the Head of Section. To assist the Head of Section in co-ordinating the sub-section's activities, where required.

Without prejudice to the principle of loyal cooperation between the national/regional and European administrations, the SNE will not work on individual cases with implications with files he/she would have had to deal with in his/her national administration in the two years preceding its entry into the Commission, or directly adjacent cases.

In no case he/she shall represent the Commission in order to make commitments, financial or otherwise, or to negotiate on behalf of the Commission.

Functions and Duties:

- Maintain and follow-up relations with the Food and Agriculture Organisation (FAO), the World Food Programme (WFP) and the International Fund for Agricultural Development (IFAD) at various levels;
- Participate in meetings, events and briefings of FAO, WFP, IFAD and CFS;
- Assist in EU coordination in connection to the work of the Rome-based UN Agencies;
- Liaise with relevant Commission Services and the EEAS in preparation of meetings and EU positions
- Preparation of briefings and reports.

The emphasis of the work will be on FAO and CFS. Governance questions of both FAO and CFS will be part of the portfolio. The thematic emphasis will be determined in consultation with the Head of Section, depending on strengths and interests.

Job Requirements

<u>Education and Training:</u>	University degree (MA/MSc) in development, agriculture, forestry, fisheries, veterinary science, agricultural economics, international relations, or equivalent.
<u>Knowledge and Experience:</u>	Experience of at least 3 years in the above mentioned areas at institutional level in an administration of an EU Member State, dealing with policy areas mentioned above;

experience in a multilateral environment (preferably with the EU or the UN system) would be an added advantage. Good knowledge of European policies on agriculture, development, food security, and humanitarian assistance; knowledge on trade and foreign affairs would be an added advantage. Good knowledge of EU institutions and related decisional processes.

Eligibility criteria:

The following eligibility criteria are to be fulfilled by the candidate in order to be seconded to the Commission. Consequently, the candidate who does not fulfil one of them will be automatically eliminated from the selection process:

- Professional experience : at least three years' experience in administrative, legal, scientific, technical, advisory or supervisory functions which can be regarded as equivalent to those of function groups AD;
- Seniority : at least one year by your employer, that is having worked for an eligible employer (as described in Art. 1 of the SNE decision) on a permanent or contract basis for at least 12 months before the secondment;
- 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. An SNE from a non-member country must produce evidence of a thorough knowledge of one EU language necessary for the performance of his duties;

Skills

Linguistic skills:

Fluency in English (capacity to write and speak). Ability to work in French and/or Spanish would be an advantage; basic knowledge of Italian would be helpful.

Communication skills:

Capacity to work and communicate under time constraints in an international diplomatic and multilingual environment. Ability to network and lobby at all levels and to draft concise and clear reports.

Interpersonal skills:

Ability to work in a team. Flexibility and capacity to react to sudden events and instructions. Networking capacities.

Intellectual skills:

Solid analytical capability as well as drafting and reporting skills. Rapid grasp of problems and capacity to identify priority issues and solutions. Ability to summarise and to combine thinking at both strategic and practical levels.

Management skills:

the job does not imply team management; it requires working in harmony with the other staff in the Section and the Delegation at large.

Personal Qualities

Open minded. Sensitive to global challenges and particularly to development issues. Dynamic. Motivated and flexible personality. To adapt quickly to new situations and deal with new challenges.