

**Overall purpose:**

Under the direct authority of the Head of the Operational Planning Section, carrying out analysis and planning of civilian CSDP missions related to EU IR20.

**Functions and duties:**

- Contribute to the operational planning for the setting up of a civilian CSDP Mission in a fictionis exercise scenario, notably the development of a CONOPS and OPLAN.
- Help prepare and take part in the discussions of the working parties and committees concerned with the above areas, especially the Committee for Civilian Aspects of Crisis Management, the Political and Security Committee, Relex Counsellors, Coreper and Council, including through drafting notes or any other documents relating to the discussions.
- Maintain close contact with relevant services within the EEAS, including the Military Staff, the Military Planning and Conduct Capability (MPCC), Joint Support Coordination Cell (JSCC), Integrated Approach for Security and Peace Directorate (ISP), relevant EUSR offices as well as with the Commission for the purposes of assigned tasks.
- Maintain contact with NATO, the UN, the OSCE, the Council of Europe, other international organisations and third countries, for the purposes of assigned tasks.
- Contribute to the First Impression Report (FIR) and lessons processs as directed by the Head of Operational Planning and Horizontal Issues Section.
- Provide briefing notes, reports, assessments, policy decisions/suggestions in the area of competence.

**Formal education:**

- Have a University degree that is relevant for the post, preferably in the field of Public Administration/Rule of Law, or equivalent professional education;

**Experience:**

- Have proven well recorded experience of police or gendarmerie-type and/or justice related responsibilities, ideally also from international assignments;
- Have a previous experience in crisis management; experience in the field would be an asset;

**Training:**

- Have a good understanding of operational planning principles, ideally obtained through attendance of a planning course;

**Languages:**

Fluent English compulsory

**Knowledges:**

- Have a good knowledge of the European Union's external action mechanisms, in particular CSDP;
- Have a good knowledge of civilian crisis management mechanisms;
- Have a notion of the procedures and workings of the EEAS and the General Secretariat of the Council;
- Have a good grasp of standard IT-tools.

**Skills:**

- Ability to maintain objectivity in complex scenarios and to display sensitivity and sound judgement;
- Have strong organisational and managerial skills, sense of initiative and ability to work under pressure within short deadlines and to manage multiple tasks and unexpected demands;
- Have excellent interpersonal skills;
- Have ability to work in interdisciplinary and intercultural teams;
- To maintain the highest standards of personal integrity, impartiality and self-discipline. To exercise greatest discretion with regard to all facts and information coming to his/her knowledge in the course of or in connection with the performance of his/her duties;
- National security clearance at EU SECRET level. Such clearance needs to be obtained from the competent authorities before secondment to the EEAS. The validity of the clearance should cover the entire period of the secondment. In the absence thereof, the EEAS reserves the right to refuse the candidate's secondment as a national expert.