



**Vacancy Notice
Seconded National Expert**

**Policy Officer - Environmental Expert
Managing Directorate, Civilian Operations Headquarters, Division DSG-DEF.MD-CIVOPSHQ.1**

AD level post – cost-free

Job no. 471397

WE ARE:

The European External Action Service (EEAS) is the European Union's diplomatic service. Since 2011, the EEAS carries out the EU's Common Foreign and Security Policy (CFSP) to promote peace, prosperity, security, and the interests of the EU across the globe. It brings together European civil servants, diplomats from EU Member States, national experts and local staff worldwide.

The EEAS supports the High Representative in the exercise of her mandate to steer the Union's CFSP, including the Common Security and Defence Policy (CSDP), to represent the EU on issues relating to the CFSP and to chair the Foreign Affairs Council. It also supports her as Vice-President of the Commission with regard to her responsibilities within the Commission, including the coordination of other aspects of the EU's external action. The EEAS works in close cooperation with the EU Member States, the General Secretariat of the Council, the services of the Commission and the Secretariat General of the European Parliament.

The EEAS Headquarters are in Brussels. It is also responsible for the management of the network of 145 Union Delegations and Offices worldwide. These Diplomatic Representations play a vital role in representing the EU in the country where they are based, in promoting the values and interests of the EU, and in building networks and partnerships. They are responsible for all policy areas of the relationship between the EU and the host country/organisation.

WE PROPOSE:

The Civilian Operations Headquarters (CivOpsHQ) is the permanent structure supporting the Civilian Operations Commander. The Civilian Operations Commander is the overall commander at the strategic level of crisis management missions and provides strategic guidance and direction to the Heads of Mission. The Civilian Operations Commander reports directly to the High Representative for Foreign Affairs and Security Policy and through her to the Council of the EU. Under the political control and strategic direction of the Political and Security Committee and the overall authority of the High Representative, the Civilian Operations Commander ensures the effective planning and conduct of civilian CSDP crisis management missions, as well as the proper implementation of all mission-related tasks and the discharge of the duty of care.

HQ.1 division (Horizontal Topics and Concepts) translates EU policy priorities and commitments into coherent and operationally relevant concepts and supports their effective and consistent implementation

in the field. The “Mission Strategies” section contributes to the implementation of formal commitments under the EU crisis management policy framework, including the Strategic Compass and the Civilian CSDP Compact. It supports the translation of these commitments into mission-level planning and implementation, monitors and reports on progress, and leads CivOpsHQ’s work on knowledge management, partnerships and training. The “Operational Concepts” section provides thematic expertise to support the implementation of civilian CSDP mission mandates in line with EU policy frameworks. It covers, inter alia, Security Sector Reform, the Rule of Law, Human Rights, Gender Equality, Cultural Heritage Protection, and the Environment, Climate and Security nexus. It contributes to the development, operationalisation and updating of relevant concepts and guidance. The Division coordinates CivOpsHQ’s contributions to broader EU external action and crisis management efforts. It serves as the main entry point within the Civilian Operations Headquarters for engagement with third States, international and regional organisations, and is responsible for EU inter-institutional issues.

The post of a cost-free Seconded National Expert (SNE) in the CivOpsHQ.1. The successful candidate will join the ‘Operational Concepts’ Sector of the division.

Environmental security and climate change risks are playing an increasing role in CFSP and CSDP, in accordance with EU commitments and guidance. Environmental considerations in the framework of civilian CSDP cover to date the following aims:

1. Advise and support the capacity of host countries in the response to environment and climate-related security threats, in line with missions’ respective mandates, including in areas such as environmental crime, environmental degradation as a conflict multiplier, confidence-building, maritime security, and the optimisation of energy solutions in infrastructure projects for partners.
2. Ensure enhanced situational awareness regarding environmental considerations, including climate-related risks, threats and opportunities.
3. Contribute to awareness-raising, including facilitation, advising and mentoring of mission staff to integrate environment, including climate, considerations into all work strands of the missions.
4. Continuously improve the environmental performance of the missions, which include monitoring of the environmental footprint of the missions and coordinating an environmental management structure, addressing all mission sectors.
5. Strengthen the Duty of Care through applied environmental health and security considerations.
6. Supporting an EU “good office” and good partnership approach contributing towards the EU environmental commitments and EU Climate Diplomacy through the EU Integrated Approach on environmental, including climate, considerations.

Functions and Duties

Under the authority of the Head of the Division, the Seconded National Expert/Environmental Expert shall adhere to all areas above, which cover both external and internal dimensions of mission tasks, and is expected to focus on and perform the following tasks:

- Contribute to policy and conceptual development for civilian CSDP, taking into account related policies and legislation of the External Action Services.
- Analyse environmental security threats to human security, safety and stability that shape the contextual environment of civilian CSDP.
- Support and advise on the implementation of environmental and climate change guidance throughout the planning, conduct and day-to-day operations of civilian CSDP missions.
- Help identify, manage and address environmental risks and opportunities related to Mission activities throughout the Mission programme cycle of existing missions.
- Advise and support environmentally sound management, including continuously improved performance and environmental review of missions (mission environmental footprint).
- Collaborate closely with all CivOpsHQ divisions, in particular the Mission support division, and promote resource optimisation, green procurement, sustainable logistics and infrastructure.

- Support the CivOpsHQ Duty of Care section on environmental health risks facing mission members, including supporting the development of guidelines on environmental health.
- Coordinate the Mission Environmental Focal Points Network, including organising annual meetings jointly with the EU Military Staff and the Military Planning and Conduct Capability.
- Liaise with relevant EEAS and Commission services, and act as the focal point for all environmental issues regarding civilian CSDP missions.
- Prepare for and participate in discussions of the Council working groups concerned within the above-mentioned areas, especially the Committee for Civilian Aspects of Crisis Management, the RELEX, the EUMC, the Political and Security Committee.
- Provide briefing materials and lectures, and develop course content, as needed within the area of competence and in dialogue with the European Security and Defence College.
- Take part in the selection of mission staffs responsible for environmental tasks.
- Liaise where required within the area of competence with other EU bodies, especially EU military missions and operations, as well as UN structures, NATO and other stakeholders in Brussels as well as in the Mission areas, with a view to share lessons, best practices and identify possible synergies. Liaise with relevant academic institutions and think tanks to maintain an up-to-date knowledge system for the perusal of missions, and particularly to the Environmental Advisors in missions.

Allowances and financial coverage

Cost-free Seconded National Experts (hereinafter “SNEs”) shall be entitled to:

- reimbursement of mission expenses incurred during the secondment;
- accident insurance policy¹, however accident coverage is not extended to family members.
- where applicable², standby duty allowance or shiftwork allowance.

Start date and duration of secondment

The start date of the secondment shall be the first day of service at the place of secondment.

The initial period of secondment may not exceed two years and may be extended successively up to a period not exceeding four years in total. At the request of the relevant Managing Director or equivalent, the Director responsible for Human Resources may authorise, in exceptional cases and in the interest of the service, one or more extensions of the secondment for a maximum of two years at the end of the four-year period. The total duration of the secondment shall in no case exceed six years.

Position available from **01/01/2027**

Place of secondment

Brussels, Belgium

LEGAL BASIS:

This vacancy is to be filled in accordance with the Decision of the High Representative of the Union for Foreign Affairs and Security Policy of 20/07/2026 on the rules applicable to National Experts seconded to the European External Action Service – ADMIN(2026) 18.

WE ARE LOOKING FOR:

¹ European Union and Institutions FWC PMO/2021/OP/0004.

² Article 12(4) of the EEAS SNE Decision (Decision ADMIN(2026) 18 of 20/07/2026).

Eligibility criteria

Candidates must:

- a) Have the nationality of an EU Member State, unless a derogation is granted by the Director-General for Resource Management for duly justified reasons in the interest of the service. Such a derogation may only be granted for SNEs assigned to posts in Brussels;
- b) Be drawn from Member States' public administrations. In exceptional cases, and with prior authorisation by the Director General for Resource Management, the EEAS may agree to the secondment of national experts from non-EU States' public administrations, non-profit organisations (such as research centres or think tanks) or from international organisations;
- c) Be in the active service of the employer on a permanent or contract basis;
- d) Have a level of education which corresponds to completed university studies of at least three years attested by a diploma, or where justified in the interest of the service, professional training of an equivalent level;
- e) Have at least three years' full-time experience of administrative, scientific, technical, advisory or supervisory functions equivalent to those of function group AD as defined in the Staff Regulations of Officials of the European Union (hereinafter the "Staff Regulations");
- f) Have the capacity to work in the languages of the CFSP and external relations (English and French) at a level necessary for the performance of their duties;
- g) Have a security clearance issued by the national security authority of an EU Member State that is equivalent at least to the EU classified information level required for the published post³, notwithstanding the authorised delayed submission of such security clearance as per Article 6(3) of Decision ADMIN(2025) 42 of the Secretary-General of the European External Action Service of 20 November 2025⁴;
- h) Not have been seconded to the EEAS during a period of two years preceding the application for the post. When the former secondment lasted less than six years, a new secondment, which does not exceed the unexpired part of the total six-year period, may exceptionally be accepted less than two years after the end of the prior secondment.

Selection criteria:

A. Professional knowledge

- Have a university degree that is relevant for the post, preferably in the fields of Environmental Science, Natural Resources, Sustainable Development, Biology, Engineering or Environmental Health, or equivalent professional education;
- Have proven, well-documented professional experience in one or more of the following fields: environmental protection/management; law enforcement and environmental crime; environmental and climate security; humanitarian assistance and/or disaster management; disaster risk reduction; and/or environmental health, ideally also from international assignments;

³ Ref. Appendix B 'Equivalent of Security Classification' to the Council Decision of 23 September 2013 on the security rules for protecting EU classified information (2013/488/EU) (OJ L 274, 15.10.2013, p. 1). A description of the EU classified information levels is also available under Decision ADMIN(2025) 42 of the Secretary-General of the European External Action Service of 20 November 2025 on Implementing Rules and Procedures for Personnel Security measures for protection of EU Classified Information, and in Annex A I of the Decision ADMIN(2023) 18 of the High Representative of the Union for Foreign Affairs and Security Policy of 19 June 2023 on the security rules of the EEAS (OJ C 263, 26 July 2023, p.16).

⁴ Decision ADMIN(2025) 42 of the Secretary-General of the European External Action Service of 20 November 2025 on Implementing Rules and Procedures for Personnel Security measures for protection of EU Classified Information.

- Experience of practical measures within relevant technical fields of work e.g. sustainable procurement, waste management, including hazardous substances, energy and resource optimisation, wastewater management, climate change adaption and mitigation, etc.
- Knowledge and experience of relevant tools, guidelines and standards such as Environmental Management Systems, Environmental Impact Assessment (EIA), Environment Marker (EM) and Greenhouse Gas Emissions (GHG) calculations.
- Ability to integrate environmental considerations in all phases of a civilian CSDP mission; from planning and start-up, to implementation, monitoring, follow-up and closure.
- Ability to apply an interdisciplinary, socio-ecological approach to conflict analysis and human security.
- Have a good understanding of the role of the EEAS as a diplomatic actor as well as a good understanding of the main objectives, principles and decision-making processes of the EU's Common Foreign and Security Policy (CFSP), including the Common Security and Defence Policy (CSDP);
- Past experience within an EU CSDP mission would be an asset;

B. Skills required

- Have the ability to remain objective in complex scenarios and to display sensitivity and sound judgement;
- Have good organisational skills, the ability to work under pressure and with tight deadlines and to manage multiple tasks and unexpected demands;
- Have excellent drafting and communication skills;
- Have excellent negotiating skills in a multinational environment;
- Have the ability to work professionally as a member of the division, in mixed-composition task forces and working groups, in an interesting but challenging environment;
- Good computer skills are essential, notably in word processing, spreadsheets, presentations software, Internet / Intranet and email systems. Knowledge of other IT tools would be an asset.

C. Languages

- Thorough knowledge of one EU working language and satisfactory knowledge of another one are required. In practical terms, in order to perform required duties, that means an excellent command of written and spoken English, in particular good report-writing skills; good knowledge of written and spoken French is desirable;

D. Personal Qualities

- Maintain the highest standards of personal integrity, impartiality and self-discipline. The expert must exercise the greatest discretion regarding all facts and information coming to his/her knowledge in the performance of his/her duties;
- Possess dynamic motivated and flexible personality. Be able to adapt quickly to new situations and deal with new challenges, including missions in conflict area.

CONDITIONS OF SECONDMENT:

Conflict of interest

The EEAS shall examine whether candidates have any actual or potential conflict of interest or personal interest such as to impair their independence. To that end, candidates shall inform the EEAS of any actual or potential conflict of interest, taking also into account their professional situation and their family circumstances, in particular their own or their family's professional activities or financial interests. In this context, all candidates shall fill with their application a declaration of potential conflict of interest (Annex I).

As a matter of policy, applications by individuals who have dual nationality of which one of a non-EU country, will be considered on a case-by-case basis taking account in particular of the functions attributed to the vacant post.

Personnel Security Clearance (PSC)

The requested level of security clearance for this post is: EU SECRET/ SECRET UE. A description of the EU classified information levels is available under Article 2 of Annex A of the Decision ADMIN(2023) 18 on the security rules of the EEAS⁵.

The selected candidate should hold a valid PSC issued by the national security authority of an EU Member State that is equivalent at least to the level indicated in the preceding paragraph, for the duration of the secondment to the EEAS.

Accordingly, all candidates shall fill with their application a declaration of possession of a PSC at the appropriate level (Annex II).

In exceptional cases, for reasons duly justified by the seconding authority and after approval by the EEAS Security Authority, the required PSC issued by the national security authority of an EU Member State may be submitted no later than 6 months after the start date of the secondment⁶.

Please note that the necessary procedure for obtaining a PSC can be initiated on request of the employer only, and not by the individual candidate.

School fees

Costs related to nurseries and after-school centres managed by the early childhood centre of the European Commission or by any other EU institution, as well as transportation costs to school, shall not be covered by the EEAS. Schooling costs related to the enrolment in a European School Type I shall be covered by the EEAS in compliance with the Convention defining the Statute of the European Schools of 21 June 1994⁷. For further information, please contact RM-01-COORDINATION@eeas.europa.eu.

EQUAL OPPORTUNITIES:

The EEAS strives to be a dynamic, respectful and inclusive Service. We value the talent and professional excellence of our staff, and are committed to building an organisation where gender equality and the respect of diversity are core values, as set out in the EEAS Mission Statement and the EEAS Agenda for Diversity and Inclusion. The EEAS is committed to achieving gender balance within its workforce and strives to avoid any form of discrimination during this selection procedure, as per Article 1(d) of the Staff Regulations. We actively welcome applications from all qualified candidates without any discrimination based on any ground. We commit to recruit candidates with the highest standard of ability, efficiency and integrity, carrying out a selection based on merits required for the post and from the broadest possible

⁵ OJ C 263, 26 July 2023, p.16.

⁶ During such a period, specific measures shall be taken, including but not limited to those described in Article 7 of the Decision ADMIN(2025) 42 of the Secretary-General of the European External Action Service of 20 November 2025 on Implementing Rules and Procedures for Personnel Security measures for protection of EU Classified Information. Until the PSC is issued by the competent authority of the Member State concerned, the selected candidate will not be authorised to access EUCI at the level of CONFIDENTIEL UE/EU CONFIDENTIAL or above, or to participate in any meetings or workflow where EUCI is processed.

⁷ Convention defining the statute of the European schools (OJ L 212, 17.8.1994, p. 3–14).

geographical basis among the EU Member States.

The EEAS is committed to working with people with disabilities in the terms of the Staff Regulations. If, by virtue of your medical condition or special needs, you require reasonable accommodation for a part or the entirety of this selection process, please send us an email to SNE-CSDP@eeas.europa.eu. Your request will be treated in strict confidence and no record will be kept. If a candidate with a disability is selected for a vacant post, the EEAS is committed to providing reasonable accommodation in accordance with Article 1(d)(4) of the Staff Regulations.

All selected candidates are expected to adhere to the Principles of Professional Behaviour of the EEAS, which outline the need for integrity, transparency, respect, professionalism and accountability, and a zero tolerance approach to any form of harassment.

For queries related to the functions and duties please refer to:

Loic Lallemant Zeller Head of Division, +32 2 584 83 47 loic.lallemant-zeller@eeas.europa.eu

For administrative queries related to the selection process, please refer to:

SNE-CSDP@eeas.europa.eu

ANNEX I

DECLARATION OF POTENTIAL CONFLICT OF INTEREST TO BE FILLED BY CANDIDATES

The Decision HR(2026) 18 of the High Representative of the Union for Foreign Affairs and Security Policy of 20 July 2026 establishing the rules applicable to National Experts seconded to the EEAS (hereinafter, the 'EEAS SNE Decision') states:

- in Article 2(3): *"The EEAS shall examine whether candidates have any actual or potential conflict of interest or personal interest such as to impair their independence. To that end, candidates, using a dedicated form, shall inform the EEAS of any actual or potential conflict of interest, taking also into account their professional situation and their family circumstances, in particular their own or their family's professional activities or financial interests. On the basis of the assessment conducted, the EEAS may decide not to proceed with the secondment"*.
- in Article 8(1)(c): *"During the secondment, the SNE shall immediately inform their line manager if, in the performance of their duties, they become aware of an actual or potential conflict of interest, or are called upon to give a decision on the handling or the outcome of a matter in which, directly or indirectly, they have a personal interest such as to impair their independence, and, in particular, family's professional activities or financial interests"*.

It is the candidates' duty to inform through this form the EEAS of any actual or potential conflict of interest regarding their future tasks. They shall be broad in their identification of actual or potential conflict of interests. It is reminded that it will be up to the administration, and not to the candidates themselves, to assess on this basis whether they are sources of conflict of interests and, if applicable, whether they constitute an issue for the secondment.

Title/First Name/Last Name:

Position applied for:

Job number:

Division:

Candidate status:	
☐ Candidate from a Member State	☐ Candidate from a non-EU country
☐ Candidate from an international organisation	☐ Candidate from a non-profit organisation
Current and former EU/non-EU nationality(ies):	
Current employer:	

Spouse/partner's EU/non-EU nationality(ies):	
Spouse/partner's professional activities:	
Dependents' nationality(ies):	

In your opinion, do you have any personal interest, in particular a family or financial interest, or do you represent any other interests of third parties which could actually or potentially impair your independence in the course of your duties in the specific vacancy at the EEAS and which may thus lead to any actual or potential conflict of interest relevant to that position?

YES ☐ **NO** ☐

If yes, please detail:

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I hereby certify that the information provided in this form is correct and complete and that my *curriculum vitae* is correct and duly updated.

I understand that any infringement of the above requirements under the EEAS SNE Decision may lead to the withdrawal of a secondment offer or the termination of the secondment.

Date and signature:

PLEASE FILL IN, PRINT, SIGN AND SCAN

To be returned with the application

ANNEX II

DECLARATION OF POSSESSION OF A PERSONNEL SECURITY CLEARANCE (PSC)

Pursuant to point 19 of Annex A I to the EEAS Security Rules⁸ and Article 6(1) of the Decision ADMIN(2025) 42 of the Secretary-General of the European External Action Service of 20 November 2025⁹, national experts seconded to the EEAS for a position listed under Article 3(1) and (2) of Decision ADMIN(2025) 42 shall have a valid PSC for access to EUCI in the EEAS prior to taking up their assignment.

I, Mr/Ms _____, hereby declare to be in possession, for the duration of my secondment to the EEAS, of a valid PSC issued by the national security authority of an EU Member State that is equivalent at least to the EU level requested for the published post.

YES ☐ **NO** ☐

If no, please detail:

I hereby certify that the information provided in this form is correct and complete.

I understand that any infringement of the above requirements under the EEAS SNE Decision may lead to the withdrawal of a secondment offer or the termination of the secondment.

Date and signature:

PLEASE FILL IN, PRINT, SIGN AND SCAN

To be returned with the application

⁸ Decision ADMIN(2023) 18 of the High Representative of the Union for Foreign Affairs and Security Policy of 19 June 2023 on the security rules for the European External Action Service.

⁹ Decision ADMIN(2025) 42 of the Secretary-General of the European External Action Service of 20 November 2025 on Implementing Rules and Procedures for Personnel Security measures for protection of EU Classified Information.