



VACANCY NOTICE

SECONDED NATIONAL EXPERT TO THE EUROPEAN COMMISSION

Post identification: (DG-DIR-UNIT)	GROW-G-1
Head of Unit: Email address: Telephone: Number of available posts: Suggested taking up duty: Suggested initial duration: Place of secondment:	Marie-Helene Pradines marie-helene.pradines@ec.europa.eu +32 2 29 90167 1 1 st quarter 2023 ¹ 1 year ¹ <input checked="" type="checkbox"/> Brussels <input type="checkbox"/> Luxemburg <input type="checkbox"/> Other:
	<input type="checkbox"/> With allowances <input checked="" type="checkbox"/> Cost-free
This vacancy notice is also open to	
<input type="checkbox"/> the following EFTA countries : <input type="checkbox"/> Iceland <input type="checkbox"/> Liechtenstein <input type="checkbox"/> Norway <input type="checkbox"/> Switzerland <input type="checkbox"/> EFTA-EEA In-Kind agreement (Iceland, Liechtenstein, Norway)	
<input type="checkbox"/> the following third countries:	
<input checked="" type="checkbox"/> the following intergovernmental organisations: OECD, UNWTO, WTTC	

1. Nature of the tasks

The seconded national expert would assist the policy officers in the DG GROW tourism team with a strategic interlocutor role between European Commission, public authorities at different levels in the Member States, and private sectors in the co-implementation effort of the Transition pathway for tourism, in terms of supporting the development and follow-up of actions of the stakeholders. The role would be highly visible for public and private tourism actors across the EU.

In particular, the SNE would be expected to carry out following functions and duties:

POLICY DEVELOPMENT

- Contribute to preparation and implementation of policy actions with insights on EU tourism ecosystem level of the actions being taken by public and private stakeholders and the challenges they are facing for the green and digital transitions and in building resilience for destinations and services.
- Contribute to the development of potential revisions to the transition pathway based on progress evaluation after first implementation years.

POLICY COORDINATION

- Support building common understanding and best practice sharing on how actions within the competencies of different levels of public governance can contribute to the Transition pathway for tourism.

POLICY MONITORING

- Under the supervision of policy officer, manage regular collection and updates to the pledges collected from tourism stakeholders as their contribution to the Transition Pathway for Tourism co-implementation.
- Contribute to the regular monitoring and evaluation of the progress of the transition pathway based on the knowledge collected from concrete actions.

¹ These mentions are given on an indicative basis only (Art.4 of the SNE Decision).

EXTERNAL COMMUNICATION

- Support policy officers in communicating about transition pathway for tourism towards national, regional and local public authorities and private sector with the goal of getting them engaged in the Transition Pathway with concrete actions.
- Identify and support making visible best practices from at national, regional and local levels of public and private actors for green and digital transitions and socio-economic resilience.

STAKEHOLDER ENGAGEMENT

- Facilitate interactions with public and private stakeholders, especially SMEs on different tourism sectors, on the concrete actions they can take to engage with the Transition pathway objectives
- Facilitate connections and interactions between stakeholders with the purpose to optimize mutual support and progress towards shared transition pathway objectives.

2. **Main qualifications**

a) **Eligibility criteria**

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

- **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**: candidates must have at least one year seniority with their employer, that means having worked for an eligible employer as described in Art. 1 of the SNE decision on a permanent or contract basis for at least one year 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. SNE from a third country must produce evidence of a thorough knowledge of one EU language necessary for the performance of his duties.

b) **Selection criteria**

Diploma

- university degree or
- professional training or professional experience of an equivalent level

in the field(s) : economics, law, social sciences, technology.

Professional experience

At least 3 years of experience on public policy making or policy analysis.

Experience on SME support schemes or policies and experience on working with tourism policies, services or destination management would be an asset.

Language(s) necessary for the performance of duties

English on level C2. A good knowledge of French would also be an asset.

3. **Submission of applications and selection procedure**

Candidates should send their application according to the **Europass CV format** (<http://europass.cedefop.europa.eu/en/documents/curriculum-vitae>) in English, French or German **only to the Permanent Representation / Diplomatic Mission to the EU of their country**, which will forward it to

the competent services of the Commission within the deadline fixed by the latter. The CV must mention the date of birth and the nationality of the candidate. **Not respecting this procedure or deadlines will automatically invalidate the application.**

Candidates are asked not to 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. Candidates will be informed of the follow-up of their application by the unit concerned.

4. Conditions of the secondment

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).

The SNE will remain employed and remunerated by his/her employer during the secondment. He/she will equally remain covered by the national social security system.

Unless for cost-free SNE, allowances may be granted by the Commission to SNE fulfilling the conditions provided for in Art. 17 of the SNE decision.

During the secondment, SNE are subject to confidentiality, loyalty and absence of conflict of interest obligations, as provided for in Art. 6 and 7 of the SNE Decision.

If any document is inexact, incomplete or missing, the application may be cancelled.

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, OJ L 72, 17.03.2015, p. 53).

The selected candidate has the obligation to launch the vetting procedure before getting the secondment confirmation.

5. Processing of personal data

The selection, secondment and termination of the secondment of a national expert requires the Commission (the competent services of DG HR, DG BUDG, PMO and the DG concerned) to process personal data concerning the person to be seconded, under the responsibility of the Head of Unit of DG HR.B.1. The data processing is subject to the SNE Decision as well as the Regulation (EU) 2018/1725.

Data is kept by the competent services for 7 years after the secondment (2 years for not selected experts).

You have specific rights as a 'data subject' under Chapter III (Articles 14-25) of Regulation (EU) 2018/1725, in particular the right to access, rectify or erase your personal data and the right to restrict the processing of your personal data. Where applicable, you also have the right to object to the processing or the right to data portability.

You can exercise your rights by contacting the Data Controller, or in case of conflict the Data Protection Officer. If necessary, you can also address the European Data Protection Supervisor. Their contact information is given below.

Contact information

- The Data Controller

If you would like to exercise your rights under Regulation (EU) 2018/1725, or if you have comments, questions or concerns, or if you would like to submit a complaint regarding the collection and use of your personal data, please feel free to contact the Data Controller, Unit HR.B.1, HR-B1-DPR@ec.europa.eu.

- The Data Protection Officer (DPO) of the Commission

You may contact the Data Protection Officer (DATA-PROTECTION-OFFICER@ec.europa.eu)_with regard to issues related to the processing of your personal data under Regulation (EU) 2018/1725.

- The European Data Protection Supervisor (EDPS)

You have the right to have recourse (i.e. you can lodge a complaint) to the European Data Protection Supervisor edps@edps.europa.eu if you consider that your rights under Regulation (EU) 2018/1725 have been infringed as a result of the processing of your personal data by the Data Controller.
To the attention of candidates from third countries: your personal data can be used for security checks.