



VACANCY NOTICE

SECONDED NATIONAL EXPERT TO THE EUROPEAN COMMISSION

Post identification: (DG-DIR-UNIT)	JUST-D-2
Head of Unit: Email address: Telephone: Number of available posts: Suggested taking up duty: Suggested initial duration: Place of secondment:	Karen Vandekerckhove Karen.vandekerckhove@ec.europa.eu 32-2-296.01.14 1 1 st quarter 2023 ¹ 2 years ¹ <input checked="" type="checkbox"/> Brussels <input type="checkbox"/> Luxemburg <input type="checkbox"/> Other:
	<input checked="" type="checkbox"/> With allowances <input 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 type="checkbox"/> the following intergovernmental organisations:	

1. Nature of the tasks

The unit is responsible for promoting equality between women and men in the European Union, high priority area of the von der Leyen Commission.

In the framework of the Gender Equality Strategy 2020-2025, we carry out a range of specific policy and legislative actions to promote equality between women and men and to fight sex-based discrimination. Thematically our primary focus is gender equality on the labour market, the promotion of reconciliation between work and family life, equal economic independence, equality in pay, pensions and decision-making, and the eradication of violence against women. In addition, we are responsible for ensuring that a gender perspective is mainstreamed in all other EU policies (together with the newly established Task Force for Equality).

Our specific tasks include:

- policy work, including monitoring thematic areas on gender equality ~~unit~~ and country monitoring under the European Semester facilitating exchanges of good practices between Member States, awareness-raising and information campaigns. We also contribute to the policy debate at international level, notably at the level of the United Nations, Council of Europe, International Labour Organisation, OECD, G7 and G20. This involves working closely with a broad range of stakeholders, both within and outside the European Union, including the European Institute for Gender Equality and international organisations.
- legal work, including monitoring the effective implementation of EU law and managing infringement proceedings, preparing the European Commission's positions in proceedings before the European Court of Justice, preparing evaluations of existing legislative instruments and new legislative initiatives, negotiating legislative proposals with the Council and the European Parliament, monitoring, preparing and negotiating

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

conventions or other instruments in various international fora;

- funding and monitoring gender equality projects under the Citizens, Equality, Rights and Values Programme.

We are a friendly and dynamic team of about 23 policy officers, legal officers and assistants.

We propose an assignment in our team that would allow you to contribute to important policy initiatives in a priority area of the von der Leyen Commission. Depending on your background and experience, you would work on interesting policy files, in particular, but not only:

- Contribute to the implementation of the Gender Equality Strategy 2020-2025, in particular by contributing to the development of legislative and policy solutions to promote gender equality and fight sex-based discrimination, including by combating gender-based violence, closing the gender pay, earnings and pension gaps, improving work-life balance of parents and carers, and increasing gender-balance in decision-making;
- Contribute to the organisation of exchange of good practices, awareness raising and information campaigns;
- Contribute to the monitoring of grass-root projects to promote gender equality and combat gender-based violence;
- Contribute to the DG/unit's reflections on innovative policy solutions and actions, to foster equality generally and especially in areas where new challenges appear;
- Contribute to the promotion of gender equality in the European Semester and in the Recovery and Resilience Facility/NextGeneration EU;
- Contribute to the organisation of regular meetings with internal and external stakeholder groups and represent the unit and the Commission.

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) : law, political or social sciences. Other domains could be considered in the event of strong professional experience.

Professional experience

You should have a solid background in or proven experience with policy analysis at EU level. Professional experience in policy and/or legal matters related to equality, non-discrimination, human rights, combating and preventing violence against women, social and labour/employment affairs would be an asset. This could include preparing, monitoring, enforcing, implementing or applying policy or legislation in one or more of these areas. Familiarity with academic and/or economic research in these areas would be a plus.

You should have excellent oral and written communication skills, be able to produce high quality output, often within short deadlines. You should also have excellent drafting and organisational skills and be able to propose creative solutions to problems. You should be able to work independently as well as in a cooperative and flexible manner and be ready to share skills, ideas and knowledge within the team. You would be expected to produce high quality output, often with short deadlines.

The work involves frequent contacts with the European Institute for Gender Equality, national authorities, other Commission services and EU institutions, academics, social partners and civil society.

Language(s) necessary for the performance of duties

An excellent command of English (both orally and in writing) is a must, in addition to a good knowledge of another EU official language.

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.