

Brussels, 11 Oct 2013

TO PSC AMBASSADORS AND EU INSTITUTIONS

SUBJECT: CALL FOR SECONDMENTS TO THE OFFICE OF THE EUSR FOR THE SOUTHERN MEDITERRANEAN.

ANNEXS:

- 1) TORS FOR ONE SECONDED POLITICAL ADVISERS FOR EUSR FOR SOUTHERN MEDITERRANEAN, BRUSSELS OFFICE.
- 2) APPLICATION FORM

Dear Ambassadors,

AIM

The EUSR for the Southern Mediterranean Region is looking to recruit one political adviser to join his team. They will be based in Brussels, but with frequent travel to Southern Mediterranean Region, Europe and elsewhere.

The EUSR is seeking a highly motivated, committed and experienced political adviser who is looking for an exciting challenge in the Southern Mediterranean Region political arena.

BACKGROUND

The political adviser will assist the EUSR in implementing his/her mandate in line with the policy objectives of the European Union, notably by enhancing the EU's political dialogue, contributing to the partnership and broader relationship with the countries of the Southern Mediterranean region, contributing to the response of the European Union to the developments in the countries of the Southern Mediterranean region and, in particular, to strengthening democracy and institution building, the rule of law, good governance, respect for Human Rights and fundamental freedoms, peace and regional cooperation, including through the European Neighbourhood Policy and the Union for the Mediterranean.

In order to achieve these objectives, the EUSR is seeking one Political Advisers based in Brussels.

The duration of the secondment would follow the mandate of the EUSR **until June 30, 2014**.

METHODOLOGY

Member states and EU institutions are invited to provide secondment offers as follows:

- a) The personal profiles of the proposed candidates should meet the listed criteria described in the job descriptions (**Annex 1**);
- b) The closing date for receipt of offers of secondment is **Monday Dec 2, 2013** at 17h00.

Member States and EU institutions should submit their secondment offers/applications by e-mail, to the EUSR, including a completed application form (**Annex 2**), to the following address:

- **Louise Kornung:** Louise.Kornung@ext.eeas.europa.eu

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- **EUSR Southern Mediterranean functional mailbox:**
EUSR.SOUTHERNMEDITERRANEAN@eeas.europa.eu
 - c) The selection procedure will take place immediately following reception of proposals.
 - d) Only personnel nominations received through official channels from Member States and institutions of the European Union will be considered.
 - e) The candidates considered to be most suitable will be short-listed and, if needed, interviewed in Brussels or by phone. The EUSR will be responsible for the final selection.
 - f) The EEAS will be responsible for notifying Member States of personnel who have been selected.

GENERAL INFORMATION

- a. The remuneration of personnel seconded by a Member State or an institution of the European Union to the EUSR shall be covered by the Member State or the institution of the European Union concerned respectively and in accordance with the prevailing conditions applied to the CFSP budget. According to Commission Communication C(2009)9502 of 30/11/2009, staff seconded from a member state shall receive a daily allowance. This amount is approximately EUR127, 65. This does not apply to those seconded from EU institutions.
- b. The selected candidates will have to be in possession of the necessary level of security clearance (**EU SECRET** or equivalent). The original certificate of the national security clearance must accompany deployed seconded international experts.
- c. Member States seconding personnel to an EUSR office are kindly reminded that European Commission rules for Special Advisers specify that the concerned Special Adviser/EUSR is solely responsible for the management of seconded personnel, and that seconding Member States are therefore requested not to instruct seconded personnel to undertake any activity on their behalf for the duration of secondment. Secondees will be required to sign a corresponding 'undertaking' to this effect upon taking up their positions. European Commission rules for Special Advisers also require a certification by Member States who second personnel to an EUSR office that the seconded staff will remain subject throughout the period of secondment to the social security legislation applicable and that the employer will assume expenses incurred abroad.
- d. A High-Risk Insurance, office space and needed office equipment, incl. communication costs are covered from the EUSR budget.
- e. Nominated personnel should undergo an extensive medical examination, appropriate vaccinations and be certified medically fit for mission duty by a competent authority from the Member State. A copy of this certification must accompany deployed seconded international experts.
- f. Any further information required related to the selection of the seconded experts may be obtained by contacting: **Ms Louise Kornung**