

**VACANCY NOTICE**  
**Job ID: 297438**  
**Policy Officer - DG NEAR A.2: Rule of Law, Governance and Security**

**Job available from: 16 September 2021**

**We are**

The mission of the Directorate General for Neighbourhood and Enlargement Negotiations (DG NEAR) is to take forward the EU's neighbourhood and enlargement policies. Unit A2 is responsible for the coordination and provision of thematic expertise and support to all geographical and horizontal Units in DG NEAR in the field of rule of law, governance and security. This includes justice reform and the fight against corruption and organised crime, fundamental rights, including gender equality, democracy, civil society, public administration reform as well as security issues terrorism/violent extremism, cybercrime, cyber security, and crisis/conflict prevention.

Support focuses on policy design and policy development for the DG, advice on the identification, formulation and implementation of programming of bilateral, regional and thematic financial assistance, including acting as NEAR entry point for the thematic programmes under NDICI on human rights and democracy, civil society and peace, stability and conflict prevention. The unit acts as focal point in the DG in the areas of its competence, representing the DG at relevant Inter-service Groups / Inter-service consultations and meetings & events including coordination of relations with key stakeholders (Council of Europe, OSCE, Europol, NATO, etc). The unit also hosts chapter desk functions in the accession negotiations (chapters 23: judiciary and fundamental rights, 24: justice, freedom and security, 5: public procurement, 16 taxation & 32: financial control).

The unit consists of 23 staff in four teams: Rule of Law and Democracy, Human Rights and Civil Society, Security and Peace, and Public Administration Reform.

**We propose**

- A dynamic, challenging working environment in a new unit having a central role in the DG in guiding the work of the DG in the areas of rule of law, governance and security with respect to both enlargement policy and the European neighbourhood policy;
- A varied job, as **Cyber Security and Cybercrime Policy Officer**, carried out in cooperation with a wide range of partners inside/outside the EU;
- A full set of learning and training opportunities targeted to the needs of the job.

The selected official will:

- follow up on the implementation of the external aspects for DG NEAR of the EU's cyber security strategy;
- ensure coherence with related policy fields such as cybercrime and hybrid threats, cyber aspects of the fight against terrorism and preventing violent extremism/radicalisation, organised crime, and money laundering, as well as connectivity and digitalisation (including infrastructure), privacy and data governance, in cooperation with DG NEAR colleagues responsible for the Digital Agenda.

- provide informed policy advice where required as well as advice in terms of project identification and formulation in these fields.
- deal with inter-service consultations and represent DG NEAR in relevant inter-service groups for example on the EU External Cyber Capacity Building Agenda and in the newly launched EU Cyber Capacity Building Board.
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- be the NEAR contact point for FPI, which hosts the central point for offering thematic expertise on cyber capacity building to EU Delegations and geographical units, and liaises with relevant teams across other Commission services/EEAS as well as with CNECT and the EEAS on cyber capacity building and cyber security.
- contribute where relevant to the development of new Commission wide methodological tools to support EU staff in charge of cyber capacity building actions and promote knowledge
- prepare briefings and lines to take for (senior) management and represent DG NEAR in conferences, events, seminars or inter-institutional meetings on horizontal cyber related subjects.

### **We are looking for**

A motivated, dynamic and resilient colleague, who will act within the unit as a policy officer, and will have:

- Equipped with solid knowledge on cybersecurity issues
- Experience in external relations and/or enlargement policy
- Extensive proven drafting and communication / representational skills
- A strong sense of initiative, balanced by the ability to work as a member of a close-knit team, and strong coordination abilities.
- Excellent organisational skills and high sense of responsibility
- High-level command of English, written and oral. Knowledge of French would be an asset.
- Candidates should possess at least 3 years of job-related experience, ideally part of it in the European Commission.

Previous working experience with DG NEAR, DG HOME, DG CNECT, DG INTPA, ECHO, EEAS and/or EU Delegations is also considered an asset.

### **How to apply**

The CV and the motivation letter attached to the email must be in PDF format (maximum size of 2MB per document). Any other documents you wish to attach (e.g. references, certificates, etc.) must be merged into one single PDF document (maximum size of 2MB).

Only FG IV contract agents in the Commission or candidates having completed and validated their applications on a FG IV EPSO CAST may apply.

Your application should be sent to [NEAR-A2@ec.europa.eu](mailto:NEAR-A2@ec.europa.eu)

Contacts: Allan JONES, NEAR A2 (+32 2 295 2211)



## EUROPEAN COMMISSION

### Job Description Form

Job description version 297438 in NEAR.A.2  
Valid from 17/09/2021 until

#### Job Holder

**Name**

#### Job Profile

**Position**

CONTRACT AGENT FGIV

**Job title**

Policy Officer

**Domains**

**Generic domain**

JUSTICE, FREEDOM and SECURITY

**Intermediate domain**

**Specific domain**

**Sensitive job**

No

**Overall purpose**

To work as a member of the Security and Peace team in DG NEAR Unit A2 (Rule of law, Governance and Security) on issues related to cyber security and cybercrime and, as well as related files such as the protection of critical infrastructure and hybrid threats. Cyber issues are increasingly being mainstreamed in other security policy areas, hence it will be important to make the link with files such as the fight against terrorism and preventing violent extremism/ radicalisation, organised crime, money laundering and cooperate closely with colleagues in DG NEAR responsible for the Digital agenda. Given the Western Balkans' key role as candidate countries and potential candidates, particular emphasis will be given to implementing the commitments enshrined by the Sofia declaration on the Western Balkans and the Brdo EU-Western Balkans summit conclusions.

## **Functions and duties**

### **+ POLICY DEVELOPMENT**

- *In the context of the new comprehensive strategic policy framework adopted by the Commission including the EU Security Union Strategy (2020), the EU Cyber Security Strategy (2020), the Sofia declaration and the Brdo Summit, the Western Balkan and neighbourhood investment plans and their focus on the digital transition (2021), the Commission's 'digital decade' vision (2020) and the '2030 Digital Compass' (2021), to advise on, support and coordinate as appropriate the work of DG NEAR on cyber capacity building, enhancing cyber resilience, fostering cyber security and countering cybercrime (including improving the capacities of NEAR countries, in particular the Western Balkans, to investigate and prosecute cybercrime), providing a horizontal steer to these issues for enlargement countries and neighbourhood countries and make a strong link between those policy priorities and programming under the various financial instruments.*
- *Support the work of the DG on related policy areas such as the protection of critical infrastructure and hybrid threats (including off-line hybrid threats) and supporting colleagues that work on other security files which have an increasingly important cyber dimension e.g. anti-terrorism (e.g. addressing online-radicalisation), organised crime (capacity building of law enforcement bodies in NEAR countries, in particular the Western Balkans, investigating internet crimes or crimes facilitated by the internet (dark net), associating NEAR countries to the EMPACT priority on cyberattacks and child sexual abuse on-line, follow developments on the use of artificial intelligence in law enforcement, addressing challenges of encryption and access to evidence, introducing human rights prove artificial intelligence in law enforcement etc.), money laundering (the illicit use of crypto currencies), e-Justice etc.*
- *Act as backup to other members of the Security and Peace team.*

### **+ POLICY COORDINATION**

- *Follow up on the implementation of the external aspects for DG NEAR of the EU's cyber security strategy; ensure coherence with related policy fields such as cybercrime and hybrid threats as well as connectivity and digitalisation (including infrastructure), privacy and data governance, in cooperation with colleagues responsible for the Digital Agenda.*
- *Contribute in particular to rolling out the external side of the EU Cyber security strategy, including the development of an external cyber capacity building; contribute to the debate on developing the cyber diplomatic toolbox, responsible behaviour in cyberspace etc.)*
- *Provide support in the preparation of dedicated cyber dialogues with NEAR countries, in particular the Western Balkans, and attend as required.*
- *Provide advice and comments on policy documents, strategies, guidelines etc. produced by the Commission, as well as by NEAR countries.*
- *Develop contacts with key stakeholders and partners (e.g. DCAF, World Bank, Council of Europe etc...) and provide a flash report to hierarchy and relevant colleagues in NEAR.*
- *Be the NEAR contact point on cyber capacity building, cyber security, cybercrime, hybrid threats for the EEAS, DG HOME, DG DEFIS and DG CNECT.*

#### + POLICY MONITORING

- *In close cooperation with colleagues in Directorates B, C, D and SGUA, monitor the situation as regards cyber capacity building, cybercrime, cyber security, hybrid threats, protection of critical infrastructure (and other files with a cyber-angle) in the NEAR regions and forward any relevant information to relevant colleagues or flag issues to hierarchy (press reports, new reports/visits by monitoring bodies). In particular, following as relevant all progresses against Chapter 24 of the “acquis” in light of the enlargement process with the Western Balkans and Turkey and take part in peer-review missions where relevant.*
- *Participate in the relevant Inter-service Groups e.g. on shaping the EU External Cyber Capacity Building Agenda (foreseen in the latest EU Cybersecurity Strategy) and in the newly launched EU External Cyber Capacity Building Board, in the ISG on countering hybrid threats (DEFIS), ISG on cyber security and cybercrime (HOME), informal inter-service group on the implementation of the Cyber Security Strategy (CNECT); Inter-Service Steering Group for the establishment of an EU Space-based Global Secure Connectivity System (DEFIS), informal ISG on rolling out the external aspects of the cyber security strategy (EEAS).*
- *Handle requests for inputs, ISCs, EP questions and prepare/coordinate briefings, speeches and lines to take for the (senior) management.*
- *Attend events organised by other EU institutions and international partners and organise thematic meetings for the purpose of bringing to attention relevant policy issues to colleagues in HQ and EU Delegations.*

#### + PROGRAMMING

- *Act as a first port of call for questions by colleagues on financial support provided in the field and provide informed advice on project identification and formulation in these fields.*
- *Assist in enhancing the scale and effectiveness of NEARs external cyber capacity building activities in the context of IPA III (Western Balkans and Turkey) and NDICI Global Europe bilateral and regional projects across the three NEAR regions.*
- *Follow up on developments under the Thematic NDICI-Global Europe programme on Peace and Security as the main financial instrument for the EU's external action in 2021-2027, and leverage opportunities for NEAR Regions while ensuring complementary with NEAR specific cyber capacity building programming.*
- *Be the NEAR contact point for FPI, which hosts the central point for offering thematic expertise on cyber capacity building to EU Delegations and geographical units, and connects with relevant teams across other Commission services.*
- *Contribute to the development of Commission wide methodological tools to support EU staff in charge of cyber capacity building actions and promote knowledge (e.g. by signalling training courses) on existing ones (such as the operational guidance on ‘Integrating the rights-based approach in EU external cooperation actions addressing Terrorism, Organised Crime’ which offers practical advice on how to incorporate human rights safeguards across the project cycle of cyber-related actions; and the ‘Operational Guidance for the EU’s international cooperation on cyber capacity building’ which articulates a comprehensive, systematic methodology to ensure the cyber-related projects are consistent with EU policies, values and principles).*

#### **Job requirements**

##### **Experience"**

#### + JUSTICE and HUMAN/CIVIL RIGHTS

Job-Related experience: at least 3 years

Qualifier: essential

Proven experience in the area of Justice, Freedom and Security and/or Rule of Law / Fundamental Rights, including cybersecurity/cybercrime issues. Appreciation of issues of relevance in the international relations sector and/or in other horizontal or multidisciplinary functions in the Commission.

### **Languages**

	Listening	Reading	Spoken interaction	Spoken production	Writing
French	B1	B1	B1	B1	B1
English	C1	C1	C1	C1	C1

### **Knowledge**

- *REPRESENTATION and NEGOTIATION*
- *JUSTICE and HUMAN/CIVIL RIGHTS*
- *INTERNATIONAL RELATIONS (generic)*

### **Competences**

- *Analysing and Problem Solving*
- *Communicating*
- *Delivering Quality and Results*
- *Learning and Development*
- *Prioritising and Organising*
- *Resilience*
- *Working with Others*

### **Job Environment**

#### **Organisational entity**

*Presentation of the entity:*

#### **Job related issues**

- ☐ Atypical working hours
- ☐ Specialised Job

##### **Missions**

- ☒ Frequent, i.e. 2 or more missions / month
- ☐ Long duration, i.e. missions lasting more than a week

*Comments:*

#### **Workplace, health & safety related issues**

- ☐ Noisy environment
- ☐ Physical effort / materials handling
- ☐ Work with chemicals / biological materials
- ☐ Radioprotection area
- ☐ Use of personal protective equipment
- ☐ Other

*Comments:*

#### **Other**

*Comments:*