

EEAS Vacancy Notice

Cost-free Seconded National Expert (SNE)

Office of the European Union Representative to the West Bank and Gaza Strip

AD level post

Job number 337001

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 position of Seconded National Expert (SNE) at the **Office of the European Union Representative to the West Bank and Gaza Strip** as a "cost-free" secondment, i.e. salary, insurances, schooling and other costs to be paid by the EU MS as appropriate.

We are looking for

EEAS is seeking a highly motivated colleague to occupy the post of SNE (Political Officer) at the **Office of the European Union Representative in the West Bank and Gaza Strip**, in the **Political, Press and Information Section**. This position is in **East Jerusalem**.

Overall Purpose: The Office of the European Union Representative to the West Bank and Gaza Strip (EUREP) represents the EU in the occupied Palestinian territory (oPt) and towards the Palestinian Authority (PA). EUREP also manages, co-ordinates and monitors the implementation of EU cooperation assistance to the Palestinians. The Political, Press and Information Section is following up on the political, economic and social situation on the ground, including with regard to international and humanitarian law and EU policies and priorities. In close coordination with headquarters and the EU Delegation in Tel Aviv, it maintains close working relations with relevant national authorities, political parties, Member States representatives, and other relevant organisations/institutions on issues related to Palestine. The section analyses and assesses relevant developments in order to develop, support, implement and advise on policy-making. Its communication and public diplomacy activities support the work of the EU and EUREP in engaging with the Palestinian public and disseminating messages on relevant EU policies and positions.

Towards this end, the SNE will monitor and contribute to:

- Analysis and reporting on the development, political and security situation in Palestine, including at the regional level and on political relations with the EU and Member States under the direct supervision of the Head of Section and/or Head of Delegation.
- Coordination with EU actors and Member States, as well as other local and international partners.
- Support EU involvement in the follow up to the Comprehensive Plan to End the Gaza Conflict

- Support to the Operations Section of EUREP in analysing and positioning the EU's development portfolio in the fields of politics, justice, rule of law, human rights and good governance.
- Assist the Head of Section in all other activities of the section, where required.

Functions and duties

Policy analysis

- Analyse and assess relevant political and economic developments in order to develop, support, implement and advise on policymaking.
- Participate in stakeholder consultations (UN, PA, EU MS and other diplomatic missions, NGOs, civil society) on issues related to Palestine and to the conflict with Israel.
- Draft analysis reports, annual reports, synthesis reports and briefings.
- Advise Head of Section and Head of Delegation on the above issues.
- Follow up developments and provide advice to the Head of Section and the Head of Delegation on:
 - Security-related issues, with a particular focus on security sector reform and stability enablers, impact of regional developments on the domestic situation in Palestine.
 - Intra-Palestinian reconciliation and elections.
 - Economic situation, developments and initiatives.
 - Human rights.
 - Peace components in relation to a future two-state solution.

Support to EUREP's tasks of negotiation and communication

- Support the section in its negotiation and communication activities vis à vis the PA, diplomatic missions and international organisations, public and private organisations, and the wider public on areas of responsibility.
- Support incoming visits.
- Maintain network of contacts with PA and PLO officials, media, NGOs, think tanks, academics, EU actors, EU MS, third country representations.

Support for Presidency functions

- Assist the Head of Section in local Presidency functions, in particular coordination meetings of EU Heads of Political Section.
- In areas of responsibility: preparation of presentations, documentation, organisation of visits, language for press and social media.
- Drafting of minutes and reports.

Support EU involvement in the follow up to the Comprehensive Plan to End the Gaza Conflict

- Support EU presence in international bodies established in the aftermath of the October 2026 ceasefire, such as the US-led Civil Military Coordination Centre / International Gaza Support Center.
- Contribute to maintain relations with the National Committee for the Administration of Gaza, as a transitional body established by UNSCR 2803.

Legal basis

- This vacancy is to be filled in accordance with EEAS Decision of the High Representative of the Union for Foreign Affairs and Security Policy HR DEC (2014)01 of 04/02/2014 establishing the rules applicable to National Experts seconded to the European External Action Service.

Eligibility criteria

Candidates must:

- a) Be drawn from public administrations in Member States, from international organisations or, only in exceptional cases and with prior authorisation from other sources;
- b) Have at least three years' full-time experience of administrative, scientific, technical, advisory or supervisory functions equivalent to those of function groups AD or AST as defined in the Staff Regulations of Officials of the European Union and the Conditions of Employment of other servants of the Union¹ or, where justified

¹ Staff Regulations of Officials (SR) and the Conditions of Employment of Other Servants of the European Union (CEOS). For reference, see: [https://eur-](https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX%3A32018R0599)

in the interests of the service, professional training of an equivalent level.²

- c) Have a thorough knowledge of one Union language and a satisfactory knowledge of a second language for the performance of his/her duties.
- d) Have a security clearance of minimum level **EU-SECRET** for the functions that he/she will carry out.
- e) Remain in the service of the employer throughout the period of secondment and shall be paid by that employer.
- f) Remain subject to the social security legislation applicable to the public administration, international administration or entity which employs the SNE and which will assume responsibility for expenses incurred abroad. In case of posting to an EU Delegation, the employer certifies that the SNE is covered for medical expenses incurred at the place of secondment, as well as costs of repatriation on health grounds throughout the full period of secondment
- g) Ensure that there is no conflict of interest and that they will, at all times, safeguard the independence and coherence of EU foreign policy as well as the integrity and confidentiality of EU documentation, information and procedures.

Selection criteria

A. Professional knowledge

- Experience of at least 3 years in international environments (ministry, embassy, international organisation, NGO, etc.); extensive knowledge of the Middle East; knowledge of EU institutions, related decisional processes, CFSP-CFSD, JLS, EU external policies; experience from politically sensitive environments and areas of work.

B. Skills

- Have the capacity to work and communicate under time constraints in an international diplomatic and multilingual environment.
- Have the ability to work in team, to coordinate and to communicate effectively.
- Have solid analytical capability as well as drafting and reporting skills. Rapid grasp of problems and capacity to identify issues and solutions.

C. Languages

- Excellent knowledge and drafting skills in English are required (level B2/C1). Capacity to work and communicate under time constraints in an international and multilingual diplomatic environment. Knowledge of Arabic would be an advantage.

D. Personal Qualities

- Dynamic, motivated and flexible personality. Able to adapt quickly to new situations and deal with new challenges, including missions in conflict area.
- Flexibility and adaptability - The participants must be able to work in arduous conditions with a limited network of support and must be able to cope with extended separation from family and usual environment.

Equal opportunities

- The EEAS is committed to an equal opportunities policy for all its employees and applicants for employment. As an employer, the EEAS is committed to promoting gender equality and to preventing discrimination on any grounds. It actively welcomes applications from all qualified candidates from diverse backgrounds and from the broadest possible geographical basis amongst the EU Member States. We aim at a service that is truly representative of society, where each staff member feels respected, is able to give their best and can

lex.europa.eu/legal-content/EN/TXT/?qid=1570023902133&uri=CELEX:01962R0031-20190101

develop their full potential.

- Candidates with disabilities are invited to contact (SNE-Delegations@eeas.europa.eu) in order to accommodate any special needs and provide assistance to ensure the possibility to pass the selection procedure in equality of opportunities with other candidates. If a candidate with a disability is selected for a vacant post, the EEAS is committed to providing reasonable accommodation in accordance with Art 1d.4 of the Staff Regulations.

Conditions of secondment

SNEs shall remain in the service of their employer throughout the period of secondment and shall continue to be paid by that employer.

Duration of the secondment: Initial period of **two years**, renewable up to 4 years in total.

HEAT training is highly recommended for this posting.

The EEAS will cover for certain security costs and missions' costs incurred by the SNE posted in the EU Delegation. Other costs such as removal costs, salary, insurance, etc. shall not be covered by the EEAS.

Available : 1 September 2026 (post No 337001)

For further information, please contact:

SNE-DELEGATIONS@eeas.europa.eu

