EEAS Vacancy Notice

Seconded National Expert in the European Security and Defence College

Training Manager (Cyber)

CO-FINANCED

AD level post

Job No 318344

We are

As set out in the Council Decision (CFSP) 2024/3116 of 9 December 2024, the mission of the European Security and Defence College (ESDC) is to provide training and education in the field of the EU's Common Security and Defence Policy (CSDP) and in the wider context of the Common Foreign and Security Policy (CFSP) at the European level, in order to develop and promote a common understanding of CFSP and CSDP among civilian and military personnel, and to identify and disseminate best practice in relation to various CFSP and CSDP issues through its training and education activities.

The ESDC works under the overall responsibility of the High Representative of the Union for Foreign Affairs and Security Policy (HR). The European External Action Service (EEAS) supports the HR in the exercise of her mandate to conduct and implement an effective and coherent EU CFSP, of representing the EU and of chairing the Foreign Affairs Council.

What we are offering

The post of a 'co-financed' seconded national expert (SNE) as a training manager with a focus on Cyber. You will be a member of the ESDC team, assume cross-cutting responsibilities, and provide support to other members of staff within the ESDC. A key task will be to support the ESDC's Cyber Education, Training, Exercise, and Evaluation (ETEE) platform by developing training capacities for EU civilian and military personnel and external personnel as well as contributing to EU Cyber Security and Defence policies.

Functions and Duties

Under the authority of the ESDC management, and coordinated by the ESDC Coordinator for Cyber, the SNE is expected to perform the following tasks and responsibilities:

- Organise, support and lead courses, seminars and conferences with a focus on, but not limited to, education and training for CSDP in terms of Cyber related training;
- Contribute to the development of the ESDC Cyber ETEE Platform;

- Take responsibility for all aspects of files and projects attributed to ESDC management, throughout the entire project cycle;
- Seek and implement new partnerships in the cyber education domain;
- Implement programmes and initiatives, plans, activities and training in the area of cyber security/cyber defence;
- Contribute to the lessons learn process of the ESDC;
- Contribute to drafting policy documents;
- Contribute to ESDC publications on the ESDC website and social media;
- Contribute to the training requirements analysis carried out by the Committee for Civilian Aspects of Crisis Management/EU Civilian Training Group and EU Military Training Group, as relevant for current ESDC training;
- Contribute to the implementation of the digital transformation initiatives;
- Contribute to ESDC reports (e.g. Annual Report), and develop, maintain and monitor benchmarks and report results;
- Contribute to establishing the ESDC as an inclusive and diverse workplace including on gender equality, sexual orientation, gender identities, disabilities and ethnicity;
- Evaluate cyber courses and contribute to the revision of cyber course curricula;
- Support in the development of e-learning material;
- Perform additional tasks, as instructed by the ESDC hierarchy.

We are looking for

A dynamic, flexible and proactive colleague with a strong sense of service and a good knowledge and understanding of the theories, concepts and approaches relating to the common security and defence culture, as well as best practice and partnerships. The successful candidate must possess qualifications in cyber and/or experience in cyber training, have a strong ability to identify gaps in existing trainings and be able to develop training courses in cyber, workshops and tools to efficiently address those gaps. He/she will also have the relevant knowledge and expertise to address linkages, opportunities and risks relating to peace, security and defence.

Legal basis

This vacancy is to be filled in accordance with the 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, 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 Union[1] or, where justified 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/SECRET-UE for the functions that he/she will carry out; Decision ADMIN(2023) 18 on the security rules for the European External Action Service

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 he/she 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.

h) Have professional experience in the field of cyber, information technology or information security, or hold academic degree in any of these domains.

Selection criteria

A. Qualifications and experience required

- University degree or equivalent level of education;
- Ideally have cybersecurity an interdisciplinary education and knowledge in computer science, or cyber defence, project management, problem solving, data analysis and other IT domains;

[1] Regulation (EEC, Euratom, ECSC) No 259/68 of the Council of 29 February 1968 (OJ L 56, 4.3.1968, p.1) and successive amendments.

[2] Staff Regulations of Officials (SR) and the Conditions of Employment of Other Servants of the European Union (CEOS). For reference, see: https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1570023902133&uri=CELEX:01962R0031-20190101

- Experience and knowledge of EU cyber policies, values and priorities, including but not limited to CFSP and CSDP;
- Familiarity with the EU cyber eco-system;
- Experience in working in multicultural, international teams;
- Experience in sustainable conference and seminar organisation;
- Experience in agile, inclusive and gender-responsive team working methods in diverse, multinational teams.

B. Skills required

- Excellent ability to maintain diplomatic relations and to represent the ESDC and communicate well in a complex, multicultural environment;
- Excellent ability to create constructive working relations with governmental and non-governmental entities, including military bodies, law enforcement agencies, government representatives and civil society organisations;
- Strong drafting, communication and analytical skills combined with sound judgement;
- Ability to remain objective in complex scenarios and to display sensitivity;
- Good organisational skills, ability to work under pressure to tight deadlines and ability to manage multiple tasks and unexpected demands;
- Ability to work professionally as a member of the ESDC, in mixed-composition task forces and working groups, in an interesting and challenging environment;
- Good computer skills are essential, in particular in word processing, spreadsheet and presentation software, internet/intranet and email systems; knowledge of other IT tools would be an asset.

C. Languages

- Thorough knowledge of one EU working language and satisfactory knowledge of another one are required; in practical terms, in order to perform required duties, that means an excellent command of written and spoken English, in particular good report-writing skills; good knowledge of written and spoken French is desirable;

D. Personal Qualities

- Maintain the highest standards of personal integrity, impartiality and self-discipline. The expert must exercise the greatest discretion with regard to all facts and information coming to his/her knowledge in the performance of his/her duties;
- Be a dynamic, motivated and flexible individual;
- Be able to adapt quickly to new situations and deal with new challenges, including missions in conflict area.

Equal opportunities

The EEAS is committed to an equal opportunities policy for all its staff and applicants. The EEAS is committed to promoting gender equality and preventing discrimination on any grounds. Applications are particularly welcome from qualified candidates of diverse backgrounds, ensuring the broadest possible geographical representation among the EU Member States. We aim for a service which is truly representative of society, where each staff member feels respected, can perform at their best, and is supported in reaching their full potential.
Candidates with disabilities are encouraged to contact sne-hq@eeas.europa.eu in order to accommodate any special needs and provide assistance to ensure equal access to the selection procedure. Should a candidate with a disability be selected, the EEAS is committed to providing reasonable accommodation in accordance with Article 1d(4) of the Staff Regulations.

Co-financed SNEs will be entitled to

- Daily allowance (45.16 €/per calendar day for the distance 0-150km or 180.65 €/calendar day for the distance >150 km[3]) throughout the period of secondment;
- Monthly allowance calculated on the basis of the distance between the place of origin (the employer's head office) and the place of secondment (between 0 to 1019.33 €/month[4]);
- Reimbursement of travel on taking up duties/at the end of the secondment on a flat-rate basis (if not paid by the employer).

The following expenses will be covered by the EEAS

Costs of professional travel (missions) incurred by the SNE posted to the EEAS HQ;
- accident insurance 24/7 for SNE (not family members);
- Other expenses such as removal costs, allowances, salary, insurance, schooling (while the SNE maintains the right to enrol the children in a European School type I) and costs related to enrolment in the interinstitutional nurseries or the after-school centre managed by the European Commission's Early Childhood Centre will not be covered by the EEAS. However, if the SNE makes use of these two facilities for their dependent children, the EEAS will recover any invoiced cost (including the institutional and parental contributions) from the Seconded National Expert concerned on a yearly basis. For further information, please contact RM-01-COORDINATION@eeas.europa.eu.

Closing date for submission of applications: 30 June 2026 at 13:00 (CET).

Vacancy available from: ASAP

[3] Daily allowance Decision of the Director General for Budget and Administration of the European External Action Service adjusting the allowances provided for in Decision HR DEC(2014) 01 of 4 February 2014 - ADMIN(2026) 1 of 19/01/2026

[4] Monthly allowance Decision of the Director General for Budget and Administration of the European External Action Service adjusting the allowances provided for in Decision HR DEC(2014) 01 of 4 February 2014 - ADMIN(2026) 1 of 19/01/2026

Place of secondment: Brussels, Belgium

For further information, please contact:

Administrative questions: sne-hq@eeas.europa.eu

Selection and profile related questions: ESDC-VACANCIES@eeas.europa.eu