

EEAS

NOTICE OF VACANCIES

For a post of

cost-free SECONDED NATIONAL EXPERT

in EEAS – EUROPEAN EXTERNAL ACTION SERVICE

Central contact point for applications by e-mail:
Division EEAS.MDR.C3 – EEAS-MDR-C3-SNE-HQ-OTHERS@eeas.europa.eu

**Vacant post for job profile “Communication Officer” /
Poste vacant pour le profil d’emploi “ Chargé de communication ”**

DIRECTORATE/DIRECTION	N° posts SYSPER2	Comments
EEAS.SG.3 – Strategic communication	To be created	between 2 & 5 posts

END/SNE – JOB DESCRIPTION

Job Framework

Job Title: SNE – covering Russia/Eastern Partnership communications

Job Location: Strategic Communications Division, EEAS HQ

Job Number:

Area of activity: Russia/Eastern Partnership Communications

Category: AD

Duration of secondment: one year (extendable)

Job Content

Overall purpose:

Based within the EEAS Strategic Communications Division, the expert will form part of a dedicated team working in support of overall EU communication efforts in relation to Russia and the Eastern Neighbourhood. He/she will be required to work closely with relevant policy divisions of the EEAS, EU Delegations, Commission DGs, and Commission Representations and to provide support to the EU's political leadership, Spokespersons Services and Network of EU Communicators.

Functions and Duties:

The expert will assist/contribute to:

- Analysis/monitoring of reporting on EU policies in the EaP region and Russia, notably Russian and Russian language media
- Correction and fact-checking of misinformation/myths
- Development and regular updating of EU "narrative" via key messages/ Lines To Take, articles, Op-eds, factsheets and infographics with an emphasis on communicating the benefits of the EaP, and including preparation of materials in the Russian language
- Development of media campaigns on specific issues and sectorial priorities
- Work with relevant EU Institutions and bodies on strategic medium-long term activities including region-wide communication campaigns and activities in support of media freedom in the neighborhood

Job Requirements

Education and Training: University diploma law, political science, communications, journalism or any other related issue

Knowledge and Experience: Candidates should be able to demonstrate experience in one or more of the following areas: Communications including development and implementation of media campaigns, journalism, press officer /spokesperson, social media and infographics; Analysis and reporting, including in relevant third countries (Russia, Eastern Neighbourhood); Knowledge of EU institutions, related decisional processes, CFSP-CSDP, EU external action and related EU external policies (geographic and thematic) of geographic area in question and relevant regional integration processes

SKILLS

<u>Linguistic skills:</u>	Thorough knowledge (capacity to write and speak) in English, French and Russian is required. EN and FR are necessary to work with Commission HQ. Knowledge of Russian will be essential to fulfilling the tasks identified.
<u>Communication skills:</u>	Capacity to work and communicate under time constraints in an international diplomatic and multilingual environment.
<u>Interpersonal skills:</u>	Teamwork. Coordination and communication skills.
<u>Intellectual skills:</u>	Solid analytical capability as well as drafting and reporting skills. Rapid grasp of problems and capacity to identify issues and solutions.

Personal Qualities

Dynamic. Motivated and flexible personality. Highly versatile, and capable of adapting quickly to new situations and dealing with new challenges.