

## **END/SNE – JOB DESCRIPTION**

### **Job Framework**

<b><u>Job Title:</u></b>	END/SNE – POL
<b><u>Job Location:</u></b>	Delegation of the European Union to Afghanistan, Kabul
<b><u>Job Number:</u></b>	270712
<b><u>Area of activity:</u></b>	Political Section - Political Officer – International politics with a specialization on peace process and post-peace settlement (reinsertion, reintegration, DDR)
<b><u>Category:</u></b>	AD
<b><u>Duration of secondment:</u></b>	2 years (extension possible up to 4 years)

### **Job Content**

#### **Overall purpose:**

Under the instructions of the Head of Delegation/Deputy Head of Delegation, and under the direct supervision of the Head of the Political Section, when posted in Kabul, and the Special Envoy on Afghanistan when posted in EEAS Headquarters in Brussels,

- To monitor and contribute with the other members of the section to analysis and reporting on the overall international relations of Afghanistan, in particular on the peace process, negotiations, regional dynamics and issues, multilateral issues; this includes liaising regularly with relevant international stakeholders such as UNAMA, RS/NATO, other diplomatic missions;
- To contribute to the Delegation's EU coordination tasks and the development of the EU-Afghan relations;
- To contribute to and support the work of the Special Envoy on Afghanistan when posted either in Kabul or in Brussels;
- To contribute to and support the work of the EEAS Geographical Division for Afghanistan and Pakistan (ASIAPAC.2) when posted in EEAS Headquarters in Brussels.

#### **Functions and Duties:**

+ POLICY ANALYSIS - Policy analysis and promotion

- Monitor, analyse and report on the international relations of Afghanistan, particularly on the peace process and the regional context by maintaining an extensive and active network of Afghan and international interlocutors;
- Contribute to the interaction with all stakeholders and promotion of EU positions in the peace process and in the post-peace agenda; this includes monitoring the implementation of peace related FPI/ICSP project(s) – if any -, coordinating with EU Member States locally;
- Contribute to the analysis of the multilateral positions of Afghanistan and the promotion of EU multilateral positions;
- Perform any other duties when required by the EU;
- The position of Political Officer is subject to needs of the EU Head of Delegation in view of the current political, economic and security situation in Afghanistan. The content and scope of the position may therefore change during the posting accordingly.

+ RELATIONS with MEMBER STATES and CIVIL SOCIETY- EU Coordination

- Maintain close contact with EU member states and other international organisations, notably with relevant UN bodies (especially UNAMA and RS/NATO) to ensure proper coordination and partnership;

+ EXTERNAL RELATIONS - Political Affairs

- Liaise with Afghan authorities and other stakeholders in areas of specific remit;
- Assist in official missions from EEAS, EC and other EU institutions, as well as EUDELS as appropriate;
- Develop and maintain links with civil society representatives (academics, think tanks, NGOs);
- When requested, attendance at Heads of Missions meetings and note-taking as required.

+ EXTERNAL RELATIONS - Public Diplomacy

- Contribute to the Delegation's visibility and outreach efforts e.g. by drafting speeches for the Head of Delegation, articles for media, delivering public presentations etc., and contribute to the preparation and content of events within the remit of the portfolio.

## **Job Requirements**

### Education

- University degree in political sciences, international relations or law, peace studies;

### Experience

#### Job-related experience:

- At least five years in a similar position and in the areas mentioned in the job content.

#### General professional experience:

- Strong understanding of international issues, bilateral, regional and multilateral;
- Strong knowledge on international negotiations and peace mechanisms;
- Knowledge or experience on peace processes, on Afghanistan or on the region is an asset;
- Sound knowledge of EU institutions and institutional relations with EU Member States including in the field of CFSP and ESDP, decision-making processes, external action and related EU external policies.
- Experience in election monitoring and reporting;
- Excellent command of English, including the ability to draft and edit reports;
- Knowledge of Dari or Pashto is an asset.

## **Skills**

<u>Linguistic skills:</u>	Excellent capacity to understand, write and speak in English is required. Knowledge of Dari or Pashto is an advantage.
<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. Able to adapt quickly to new situations and deal with a challenging security environment.

### **Job Location & security**

Due to the current security situation in Kabul, the jobholder will be temporarily posted at the EEAS Headquarters in Brussels (EU Special Envoy office / Geographical Division). He/she will be required to regularly visit Kabul. The security situation permitting, he/she will be permanently posted at the EU Delegation in Afghanistan.