

## **JOB DESCRIPTION**

### **Job profile**

<b><u>Job Title:</u></b>	Policy Officer (Middle East/Gulf)
<b><u>Job Location:</u></b>	Counter Terrorism Division
<b><u>Job Number:</u></b>	
<b><u>Area of activity:</u></b>	Political
<b><u>Category:</u></b>	AD

### **Job content**

As the Policy Officer responsible for cooperation with the countries in the Middle East and the Gulf contribute to:

1. Develop, promote and secure Counter Terrorism cooperation with the countries in the Middle East (Egypt, Iraq, Israel, Jordan, Lebanon and Syria) and the Gulf, including through the organisation of Counter Terrorism political dialogues and travel to the region where relevant;
2. Advise, orient and assist in the programming of Counter Terrorism and Counter Violent Extremism projects from FPI (IcSP - Instrument Contributing to Stability and Peace), DG DEVCO, DG NEAR and relevant financing instruments;
3. Pilot and provide guidance to the CT/Security Experts posted at the EU Delegations in the Middle East and the Gulf, including in the design of capacity building projects dealing inter alia with the prevention and countering of radicalisation, aviation security or border management;
4. Provide country-specific analysis, and monitor the evolution of the security situation in this region in close cooperation with the relevant geographic departments, EU Delegations and INTCEN where appropriate;
5. Ensure good coordination with relevant colleagues within the EEAS, the Commission, the EU Counter Terrorism Coordinator and member states;
6. Provide support to the management of the EEAS on Counter Terrorism and Countering Violent Extremism, providing briefings as necessary.

## **Job Requirements**

- Education and Training: University diploma in law, political science, economy, business administration or any other related issue.
- Knowledge and Experience: Knowledge of EU institutions, related decisional processes, EU external action and related EU external policies. Experience of at least 2 years in the above mentioned areas at institutional level, analysis and reporting.

## **Skills**

- Linguistic skills: Thorough knowledge (capacity to write and speak) in English is required. English and French are necessary to work in HQ and with the Commission.
- Communication skills: Capacity to work and communicate under time constraints in an international diplomatic and multilingual environment.
- Interpersonal skills: Teamwork. Coordination and communication skills.
- Intellectual skills: 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. Adapting quickly to new situations and deal with new challenges.