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Do you want to help shape the future of the European Union? Make the planet greener, promote a fairer society, or support businesses and innovation across the EU? Then come and work for the European Commission where you can really make a difference!

Commission staff are a diverse group of people, who are motivated to help make Europe – and the world – a better place. They come from the 27 Member States of the European Union. Different nationalities, languages and cultures make the Commission a vibrant and inclusive working place.

WE OFFER ATTRACTIVE WORKING CONDITIONS AND MUCH MORE:

- Interesting and challenging positions with plenty of opportunities for training and acquiring new skills and competencies over your whole career;
- Opportunities to try several areas of work throughout your career;
- Flexible working conditions and the possibility of teleworking – we care about your work-life balance;
- A competitive financial package, including comprehensive sickness, accident and pension schemes;
- Multilingual schools for your kids;
- We are also proud to be an equal opportunity employer and promote diversity and inclusion.

We recruit from a wide range of backgrounds:

We are not only recruiting political scientists and lawyers but also looking for all kinds of profiles, including natural scientists, linguists and economists, as well as drivers and engineers.

For more information ec.europa.eu/work-with-us.



STAFF RECRUITED ON CONTRACTS

In addition to permanent officials, the European Commission often recruits non-permanent staff. There are two categories of non-permanent staff:

- [temporary agents](#) are recruited to fill vacant positions for a set amount of time or to perform highly specialised tasks.
- [contract agents](#) may provide additional capacity in specialised fields where an insufficient number of officials is available or carry out a number of administrative or manual tasks. They are generally recruited for fixed-term contracts (maximum 6 years in any EU Institution), but in some cases they can be offered contracts for an indefinite duration (in offices, agencies, delegations or representations).

For more information on different [staff categories](#).



Policy Officer

Directorate-General “Education, Youth, Sport and Culture” (DG EAC) of the European Commission

Selection reference: EAC/COM/2023/3241

Domain: European Public Administration

Where: Unit EAC.A.4 - “Evidence-Based Policy and Evaluation”, Brussels

Staff category and Function Group: Temporary agent 2b - Administrator

Grade: AD 5-7

Publication deadline: 31.01.2024 - 12.00 (Brussels time)

WE ARE

The evidence-based policy and evaluation unit (EAC.A.4) is DG EAC’s analytical unit. It works on strengthening the evidence base for education policies in the Commission and across the EU Member States. The unit of 13 colleagues supports the development of the European Education Area (EEA), including the implementation of the strategic framework for European cooperation in education and training towards the European Education Area (EEA) and beyond (2021-2030), in line with the UN Sustainable Development Goals (SDG) and the European Pillar of Social Rights (EPSR). The unit also contributes to actions of the Digital Education Action Plan (DEAP).

The three main work strands of the unit are:

- (1) developing targets and indicators, analysing data and statistics and monitoring progress towards the EU-level targets in education;
- (2) coordinating and conducting research, analysis and policy evaluation in the area of education and acting as knowledge broker to fill analytical and policy relevant knowledge gaps, including via co-creating Cluster 2 of the Horizon Europe programme and in cooperation with international organisations (Organisation for Economic Co-operation and Development, International Association for the Evaluation of Educational Achievement), the European Expert Network on Economics of Education and the European Expert Network on Economics of Education, the Eurydice network, research institutes and think tanks;
- (3) coordinating and facilitating the implementation of the Commission's Better Regulation Guidelines in the DG and providing support for evaluation and impact assessment activities of DG EAC.

WE PROPOSE

We propose a post as a policy analyst in the area of evidence-based policy in education focusing on analytical work on targets, indicators, policy analysis and policy evaluation.

(Selection reference EAC/COM/2023/3241)



The main responsibilities and tasks include:

- (1) conceive and carry out new activities regarding targets, indicators, policy analysis and policy evaluation, in particular in the priority areas of the EEA and the DEAP;
- (2) analyse and assess relevant data and information in order to develop, support, implement and monitor policy-making, EU strategies, negotiations and planning decisions, mainly based on targets and indicators in education and training;
- (3) develop comprehensive analytical reports such as the Education and Training Monitor as well as other annual reports, synthesis reports and briefings to monitor progress towards the EEA objectives;
- (4) provide advice to all units with regard to availability, quality and relevance of evidence and analysis for policy development purposes;
- (5) participate in expert group, inter-service meetings and working groups to advance the evidence base work of the Unit;
- (6) communicate and discuss with different stakeholders in the area of education on issues relating to targets, indicators, policy analysis and policy evaluation in education.

WE LOOK FOR

We are looking for a highly motivated, dynamic and well-organised colleague, with the capacity to work autonomously as well as in a team and across teams. The ideal candidate will have:

- (1) relevant and proven experience in carrying out advanced economic analysis in the area of education and training in the EU, and in particular in using different quantitative and qualitative methods and data;
- (2) excellent knowledge of quantitative data sets in the fields of education and training;
- (3) excellent analytical skills in the area of education policy;
- (4) excellent knowledge of EU policy in the area of education;
- (5) excellent interpersonal and communication skills;
- (6) very good drafting skills, both orally and in writing, including the capacity to summarise technical reports for non-specialists.

As DG EAC works mainly in English and French, an excellent knowledge, written as well as oral, of English is essential. Competency in French would be an advantage.

In addition, the successful candidate should have the following skills:

- (1) proven ability to build and sustain strong working relationships both internally and with external stakeholders;
- (2) exceptional problem-solving skills;
- (3) demonstrated organisational and scheduling abilities;
- (4) ability to work autonomously, adhering to set processes and procedures proactively;
- (5) strong sense of initiative, responsibility, and self-motivation;
- (6) skilled at managing multiple simultaneous tasks and prioritising effectively;



- (7) resilient under pressure, especially in crisis situations;
- (8) ability to collaborate effectively with team members.



HOW TO EXPRESS YOUR INTEREST?

You should send your documents in a single pdf in the following order:

1. your CV 2. motivation letter 3. duly filled in application form.

Please send these documents by the publication deadline to EAC-VACANCIES@ec.europa.eu indicating the selection reference EAC/COM/2023/3241 in the subject.

No applications will be accepted after the publication deadline.



ANNEX

1. Selection

➤ Am I eligible to apply?

You must meet the following eligibility criteria when you validate your application:

Our rules provide that you can only be recruited as a temporary agent at the European Commission if you:

General criteria:

- Are a citizen of a Member State of the EU and enjoy full rights as a citizen;
- Have fulfilled any obligations imposed by applicable laws concerning military service;
- Are physically fit to perform the duties linked to the post;
- Produce the appropriate character references as to suitability for the performance of the duties.

Qualifications:

In order to be recruited in this position, you must have at least a level of education which corresponds to completed university studies of at least 3 years attested by a diploma.

Only qualifications issued or recognised as equivalent by EU Member State authorities (e.g. by the Ministry of Education) will be accepted. Furthermore, before recruitment, you will be required to provide the documents that corroborate the eligibility criteria (diplomas, certificates and other supporting documents).

Languages:

- have a thorough knowledge (minimum level C1) of one of the 24 official languages of the EU¹
- AND a satisfactory knowledge (minimum level B2) of a second official language of the EU, to the extent necessary for the performance of the duties.

¹ The official languages of the European Union are: BG (Bulgarian), CS (Czech), DA (Danish), DE (German), EL (Greek), EN (English), ES (Spanish), ET (Estonian), FI (Finnish), FR (French), GA (Irish), HR (Croatian), HU (Hungarian), IT (Italian), LT (Lithuanian), LV (Latvian), MT (Maltese), NL (Dutch), PL (Polish), PT (Portuguese), RO (Romanian), SK (Slovak), SL (Slovenian), SV (Swedish).



➤ **What about the selection steps?**

The post was published internally within the Commission, inter-institutionally, and brought to the attention of competition laureates.

In accordance with Article 29 of the Staff Regulations, applications from Commission officials, officials from other Institutions, and laureates of competitions have priority. Only in the case that no suitable candidate can be found from the afore-mentioned categories this vacancy notice is published and is open to other applicants².

The selection panel will choose a limited number of candidates for interview, based on the CV and motivation letter that they submitted. Due to the large volume of applications, we may receive, **only candidates selected for the next step of the selection phase will be notified.**

For operational reasons and in order to complete the selection procedure as quickly as possible in the interest of the candidates and of the institution, the selection procedure will be carried out in English and possibly in a second official language.

2. Recruitment

The candidate selected for recruitment will be requested to supply documentary evidence in support of the statements made in their application.

The successful candidate will be required to undergo a mandatory pre-recruitment medical check-up, carried out by the Commission.

➤ **Type of contract and working conditions**

The place of employment will be in **Brussels**.

In case the successful candidate is an external candidate, s/he will be engaged as a **temporary agent under Article 2(b)/2(d) of the [Conditions of Employment of Other Servants](#), in function group AD.**

The recruitment grade, as well as the step in that grade, will be defined on the basis of the duration of the candidates' previous appropriate professional experience, in accordance with [Commission Decision C\(2013\)8970](#) laying down the criteria applicable to classification in step on engagement.

² Officials from the Commission or other Institutions are invited to use the standard channels (Sysper or inter-institutional vacancy portal).



The duration of the **1st contract will be of 1 to 3 years**. The contract might then be extended only once for a maximum of 2 years and in the interest of service. The duration of the extension will be defined according to the General Implementation Rules in force at that moment, in accordance with [Commission Decision C\(2013\)9049](#) on policies for the engagement and use of temporary agents.

All new staff have to successfully complete a 9-month probationary period.

The pay of staff members consists of a basic salary supplemented with specific allowances, including, where applicable, expatriation and family allowances. The provisions guiding the calculation of these allowances can be consulted in the Conditions of Employment of Other Servants. As a member of staff of the European institutions, your pay is subject to a tax raised by those institutions.

The European Commission applies a policy of equal opportunities and non-discrimination in accordance with Article 1d of the Staff Regulations.

Should you need further information on working conditions, please refer to [Working conditions and benefits of EU Careers](#).

For information related to Data Protection, please see the [Specific Privacy Statement](#) under “7. Information to data subjects on their rights”, to find your rights and how to exercise them in addition to the privacy statement, which summarises the processing of your data.