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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 Analyst

Directorate-General for Regional and Urban Policy (DG REGIO) of the European Commission

Selection reference: REGIO/COM/2024/745

Domain: European Public Administration

Where: Unit DDG.03- „Inclusive Growth, Urban and Territorial Development“, Brussels

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

Grade: AD5-AD7

Publication deadline: 03.05.2024 - 12.00 (Brussels time)

WE ARE

REGIO.DDG.03 is a policy unit/competence centre attached to the Deputy Director-General for Implementation and International Relations. The unit is promoting place-based approaches in the Cohesion policy in the view of the balanced territorial development of the EU. In particular, it is providing support and expertise with respect to the place-based interventions by European Regional Development Fund (ERDF) in the context of policy objective 5 and territorial tools of the Cohesion Policy. In this respect, the Unit is both acting as a strategic policy development unit and competence center supporting geographical units in the areas of urban and territorial development and inclusive growth. To this end, the unit also closely cooperates with international institutions active in this area such as World Bank and OECD. The Unit is leading/participating in several Commission networks, inter-service groups, and working groups with Member States for the promotion of inclusive growth, urban and territorial development. The unit is also on the lead for the intergovernmental work on urban and territorial development and has also regular contacts with other European Institutions, in particular the European Parliament, European Economic and Social Committee and the Committee of Regions. The unit counts 25 staff members.

WE PROPOSE

We propose a challenging position of a policy analyst for the area of integrated territorial development and intergovernmental cooperation. The colleague will work as policy analyst, following different Commission initiatives relevant for the implementation of place based approaches in the Cohesion Policy, developing guidance documents and participating in different ISGs, and dedicated expert meetings. The colleague will also identify and valorize good practices of place based approaches developed by existing local stakeholders outreach platforms and initiatives. She/he will be integrating the existing practices, outcomes of evaluations and pilot actions in the implementation of 2021-27 cohesion policy investments and in the future policy development in the area of integrated territorial development. The colleague will also work with the geographical units of DG REGIO supporting them with the implementation of territorial tools in cohesion policy programmes. The policy analyst will closely collaborate with other team members



dealing with the urban, territorial and inclusive growth files.

Tasks may include:

- strategic guidance on integrated territorial development in Cohesion policy
- contribution to the intergovernmental work on urban on territorial development
- management of Cohesion policy programme
- liaison with other Commission services and external stakeholders
- conception and drafting of specific notes and documents
- design and management of studies under technical assistance budget used by unit.

WE LOOK FOR

The ideal candidate must have a very good knowledge and proven experience in: i) Cohesion Policy, in particular as regards the management of programmes, and in integrated territorial development; and ii) intergovernmental cooperation. Educational background in economics or political sciences, or in demographic analysis is an asset.

The successful candidate should also have:

- excellent coordination and analytical skills
- excellent drafting skills in English, including the ability to present analytical findings in non-technical terms as well as drafting strategic policy documents
- the ability to work effectively in a team but also to work autonomously on different files
- the ability to prioritize and maintain high quality standards even in times of high workload
- very good oral communication skills in English enabling the candidate to lead discussions, communicate clearly and effectively and represent the Commission when required also in external meetings and conferences.



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 REGIO-URBAN-TERRITORIAL@ec.europa.eu indicating the selection reference **REGIO/COM/2024/745** 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.