



MAKE A DIFFERENCE – JOIN THE EUROPEAN COMMISSION

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

DG HOME of the European Commission

Selection reference: HOME/COM/2024/941

Domain: Science and Research

Where: Unit HOME.F.2 – “Innovation and Security Research”, Brussels

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

Grade: AD 5-7

Publication deadline: 27.06.2024 - 12.00 (Brussels time)

WE ARE

Unit F2 is the Innovation and Security Research unit of DG HOME.

The mission of unit F2 is to manage the Security Research part of the EU Framework Programme for Research and Innovation by setting the research agenda in the areas of Fighting Crime and Terrorism, Border Security, Disaster Resilient Societies and Infrastructure Protection. It does so by defining the related work programmes taking into account the research requirements expressed by Members States, HOME policy units, EU Agencies, other policy DGs as well as relevant security stakeholders gathered in the frame of the newly established expert group CERIS (Community for European Research and Innovation for Security).

The unit is also responsible for the security appraisal process of all projects under the Horizon Europe programme, for the entire Commission. Close coordination is ensured with the Research Executive Agency that is responsible for the daily management of the majority of the research projects. The Unit also represents the Commission in the frame of the International Forum to Advance Innovation for First Responders.

The Unit supports the establishment of a consolidated European Industrial base in the security sector as one of the strategic conditions to guarantee the availability of state of the art tools to security practitioners and, when needed, to foster the strategic autonomy of the EU for critical technologies related to the security sector. As such, this action also supports the competitiveness of the European industrial players in the international scene. Unit F2 is in charge of coordinating DG HOME's policy with regard to Artificial Intelligence.

Finally, the unit also manages in DG HOME the registry for EU Classified Information (EUCI) and the Secure Area.

WE PROPOSE

We propose a position in a friendly and stimulating work environment in the field of security research. The chosen candidate will act as the Unit's Area Coordinator for the Disaster Resilient Society (DRS) dimension of Horizon Europe (part of Cluster 3 – Civil Security for Society), the EU



Framework Programme for Research. S/he will ensure policy alignment of the Horizon Europe programming and make available the outcome of the research projects to policy units and practitioners, through frequent interactions with Commission DGs (in DG HOME and beyond) and relevant working parties.

The candidate will be contributing to the Unit's overall research effort in the domain of Disaster Resilient Society (DRS).

In particular s/he would:

- Contribute to strategy and policy development of the relevant Directorates-General and the Commission, specifically with regard to Security Research, by participating in meetings, workshops, and by preparing policy briefs, reports.
- Provide input to the preparation of meetings, strategic documents, communication material, benchmarking and policy notes, assessments of research results.
- Contribute to DRS activities conducted in the framework of the Community for European Research and Innovation for Security (CERIS) and organise relevant workshops.
- Be responsible for ensuring synergies with other research priorities (clusters) within Horizon Europe, as well as with other Programmes relevant to the DRS dimension.
- Contribute to the drafting of the DRS calls for proposals by liaising with relevant policy units and by participating in the discussions with Member States and associated countries, as well as in the drafting sessions of Cluster 3 Civil Society for Security of Horizon Europe.
- Be involved in evaluation and selection of projects.
- Be responsible for the monitoring of the overall performance and the strategic impact of funded DRS projects.

WE LOOK FOR

We look for a policy officer with a very good understanding of EU Research Programmes and, more specifically of the security research part of the overall Framework Programmes for Research and Innovation. Previous experience in security research policy and in project management is essential. S/he must demonstrate an in-depth understanding of the challenges related to the uptake of security research and sufficient seniority in this domain to be able to positively engage with the different stakeholders (policy makers, end users, academia, industry and civil society), so to translate policy requirements into effective and achievable research objectives.

The candidate must also demonstrate a very good knowledge of EU policies in the field of Disaster Resilient Society (covering natural and man-made disasters) as well as of the role of research in contributing to the achievement of the different policy objectives.

The candidate should have excellent analytical skills. S/he should be able to communicate clearly about technical matters being able at the same time to translate technical results into policy recommendations. S/he should be a flexible team worker.

An excellent knowledge of English (written and oral) is required. Knowledge of additional languages and, in particular, of French would be an asset.



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 HOME-NOTIFICATIONS-F2@ec.europa.eu indicating the selection reference HOME/COM/2024/941 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(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.