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Job | 20.11.2024

Policy Adviser for the SEDE Committee

Job opening - Contractual agent (FG III)

This is to inform you that the Greens/EFA Group in the European Parliament is looking for a **full-time Policy Adviser for the SEDE Committee**.

This is a fixed-term contractual agent contract, function group III, until 31st December 2026, renewable until the end of the mandate.

The indicative salaries grid is available here: https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=OJ:C_202301544&qid=1729673755563

Deadline for application: 04/12/2024 at 6 pm

Starting date: as soon as possible

Tasks to be performed:

- Advising the Greens/EFA MEPs on policy issues related to the Security and Defence committee (SEDE) in particular for questions on:
 - Security, including civilian CSDP, cyber and disruptive technologies;
 - Military affairs, defence, including military CSDP, armed forces cooperation and transformation, military assistance, defence industrial sector and relevant EU instruments and legislation;
 - Civilian conflict prevention and peacebuilding;
 - Arms control, disarmament, non-proliferation of WMD and arms exports.
- Preparing MEPs for committee and coordinators meetings including draft reports, briefings, resolutions, amendments, & voting lists; attending committee meetings, assuring close contact to Parliament's SEDE secretariat; coordinate the presence and activities of SEDE MEPs in the committee;

- Take part in the work of the Group and monitoring international developments in relation to the area of responsibility;
- Participating in the relevant working groups, in particular organising and ensuring the functioning of WG SEDE, and preparation and follow-up of the regular meetings of the WG SEDE;
- Negotiate and discuss on behalf of the Greens/EFA Group with stakeholders, relevant NGOs and representatives of other political groups in the Parliament;
- Drafting and tabling of resolutions in relation to the area of responsibility and advising the group's responsible MEP during the negotiations; preparing amendments and the voting list for resolutions;
- Advising Group Members about the work in relevant delegations (e.g. NATO delegation) and Joint parliamentary assemblies/committees;
- Preparing and participating in missions to Strasbourg (monthly Plenary session) and missions abroad.

Requirements:

- Work experience in line with the function of at least 3 years;
- Excellent knowledge of EU policies in the fields of Security & Defence;
- Good knowledge of transversal policies/issues from the International cluster;
- Very good knowledge of the European institutions, EU legislation and decision-making process;
- Very good writing skills and knowledge of organisational methodology;
- Strong analytical and negotiations skills;
- Excellent standard of English and fluency in at least one other EU language.

Assets:

- Previous experience related to and/or specific expertise on military affairs, defence policies, CSDP, EU-NATO relations, the defence industrial and technological sector, and civilian security instruments and approaches;
- Familiarity with the Green/EFA Group's values and positions and their evolution, in particular with relevance for the work in the SEDE committee, including specific positioning and its evolution related to the use of military force, defence cooperation, its financing, but also arms exports, WMD, and civilian security approaches;
- Open-mindedness, communicative attitude and experience in working in a political administration and in a multi-cultural team;
- Additional languages.

Under article 82, (3) of the Conditions of Employment of Other Servants (CEOS) of the European Communities, candidates must:

- Be citizen of an EU Member State unless an exception is authorised by the authority referred to in article 6 (1);
- Enjoy full rights as citizen;
- Have fulfilled any obligations imposed by the laws concerning military service;
- Meet the character requirements for the duties involved.

The Greens/EFA group is dedicated to providing equal employment opportunities, fostering diversity, and creating an inclusive, discrimination free and harassment free work environment. Therefore, we actively

work on minimising the influence of our biases in our recruitment procedures, in particular related to but not limited to ethnicity, national origin, race, age, gender identity and expression, sexual orientation, domestic circumstances, physical appearance, disability status, socioeconomic background and atypical careers.

In case of equal appreciation on competence and suitability for the position, preference will be given to applicants from under-represented groups.

In case of interest in this position, send a motivation letter with your CV **by e-mail only** to Greens/EFA HR department (Greens.HR@ep.europa.eu) **before 04/12/2024 at 6pm CET**.

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Contact person



Alexandra Quaresma

Human Resources Assistant

Attached documents

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