

**Seconded national expert
at the General Secretariat of the Council of the European Union**

EU Military Staff : /EU Military Staff - Operation Centre/Watch-keeping Capability (WKC)

- Watch-Keeper -

(Ref.: END/2010/EUMS/1)

Description of post

(A two year contract will be offered, with the possibility of an extension of two additional years)

Branch Mission

OPSCEN/WKC Branch has the responsibility for generating the capacity to plan and run an autonomous EU military operation and to provide a 24h/7 days capability to serve as the link to civilian and military CSDP operations and supporting actions.

➤ **Main tasks and responsibilities:**

Under the direction of the Head WKC, the Watch keeper will :

- Act as the guaranteed 24/7 point of contact for all information concerning ongoing or planned CSDP operations and supporting actions,
- On a permanent basis, operate dedicated reliable communication links to the OpsCdrs/OHQs of civilian and military Operations, and their subordinate the HoM/Cmds/HQ;
- Monitor operation-related information between Brussels and CDSP Operations and other operational actions;
- Disseminate operation-related information to the relevant actors and track follow-up in support of the responsible civilian or military OpCdr and their respective staff / crisis management directorates / EUMS directorates in the GSC;
- Carry out information management, including tracking and archiving of all mission-relevant information exchanges processed through the WKC to support "duty of care" responsibilities of the OpsCdr and the GSC management level;
- Provide a operation related alert function in case of an imminent emergency in ESDP operations/actions and link with Member States;
- Maintain the link to EU OHQs for strategic level operational information;
- Track GSC personnel travelling to potentially dangerous countries.

The Watch keeper will **contribute to** :

- Daily morning briefings, as required ;
- "Breaking news" reports on CSDP operations/actions, as appropriate;
- Weekly "state of play" update on all CSDP operations;
- Individual up-to-date fact sheets on all CSDP operations/actions.

In a **crisis situation** related to an CSDP operation/action, in conformity with guidelines provided by the chain of command, the Watch keeper will :

- Alert immediately and inform accurately and consistently relevant actors in case of incidents, emergencies, or crises related to an operation;
- Maintain and disseminate up-to-date info on a crisis situation;
- Maintain a 'crisis diary'.

On order, the Watchkeeper will be prepared to:

- Support the EU OpsCen after activation.
- Undertake external liaison tasks.
- Undertake any other duties, which may be required by the Branch Chief of OpsCen/WKC and Head WKC.

➤ **Requirements**

- Minimum of five years of professional experience.
- Knowledge of CSDP Command and Control structures.
- Military peace keeping operation or a civilian mission experience (preferably at least 4-6 months).
- Operational planning experience would be desirable.
- Experience in Operations or Force Headquarters, preferably in watchkeeping function would be desirable.
- Good working knowledge in the use of modern IT and office applications, including Windows XP and MS Office. Knowledge of Communication and Information Systems (CIS) would be desirable.
- A thorough knowledge of one Community language and a satisfactory knowledge of a second language for the performance of his duties are required. In practice, in the interest of the service, a thorough working knowledge of English and a sufficient working knowledge of French are needed.

- Have national security clearance at SECRET level. Such clearance must be obtained from the competent authorities before the candidate's secondment to the General Secretariat of the Council. It must be valid for the whole period of secondment. If not, the General Secretariat reserves the right to refuse the candidate's secondment as a national expert.

➤ **Skills/Abilities**

- Have good summarising and analytical skills.
- Good communication skills (oral and written).
- Ability to make informed assessments of developing situations and to make sound judgments.
- Ability to assume a high workload and work effectively as a team member and to work under time pressure and in situations of stress.

➤ **General conditions:**

- Be a national of one of the Member States of the European Union and enjoy full rights as a citizen.
- Uniform is required during the performance of the duty shift.

The General Secretariat of the Council applies an equal opportunities policy.
