



EUROPEAN COMMISSION

VACANCY NOTICE FOR A POST OF SECONDED NATIONAL EXPERT

DG – Directorate – Unit	COMM.A.2
Post number in sysper:	300849
Contact person:	Agnes LAKATOS
Provisional starting date:	3rd quarter 2025
Initial duration:	2... years
Place of secondment:	<input checked="" type="checkbox"/> Brussels <input type="checkbox"/> Luxemburg <input type="checkbox"/> Other: Click or tap here to enter text.
Type of secondment	<input checked="" type="radio"/> With allowances <input type="radio"/> Cost-free
This vacancy notice is open to:	
<input checked="" type="radio"/> EU Member States as well as <input type="checkbox"/> The following EFTA countries: <input type="checkbox"/> Iceland <input type="checkbox"/> Liechtenstein <input type="checkbox"/> Norway <input type="checkbox"/> Switzerland <input type="checkbox"/> The following third countries: <input type="checkbox"/> The following intergovernmental organisations: ...	
<input type="radio"/> EFTA-EEA In-Kind agreement (Iceland, Liechtenstein, Norway)	
Deadline for applications	<input type="radio"/> 2 months <input checked="" type="radio"/> 1 month Latest application date: 26-05-2025

Entity Presentation (We are)

The Europa Web Communication Unit (DG COMM/A2) of DG Communication. As domain leader for external communication, the Unit steers the corporate online communication activities of the Commission, by providing governance, guidelines and a corporate web publishing system (on Drupal).

The post is in the sector “Governance, policies, standards and monitoring”, in charge of building and ensuring a strong web governance by devising policies, standards and

guidelines to align work of all Commission services (including for data protection and accessibility compliancy). The sector manages web requests coming from Directorates-Generals (for new sites, URLs, etc.), advises the requestors on solutions to implement and supports requestors with analysis of new features (for compliancy). The sector also collects information on web projects and manages a web inventory and the related reporting. In addition to assessing the performance and the compliance of websites, the sector curates the content of the Europa Web Guide, the Commission's rule book for online communication, to keep it up-to-date and easy to use.

Job Presentation (We propose)

We offer a position as leader for the **Web Governance team** with the following main tasks:

- Contribute to the definition of the sector's overall strategic **objectives on online communication** (ie. Strategy on Web analytics, measurements, use of AI tools), work program and specific objectives (tasks) in the Team and ensure that the Team's resources are efficiently allocated to achieving those objectives.
- **Monitor activities** and report to hierarchy, including on risks to the operations.
- Review performance, **identify problems and emerging risks**, take corrective actions
- Contribute to the definition of service needs to be covered by means of external contracts, by reviewing the workflow, the back-up system and its needs
- Daily coordination of external service providers.

Jobholder Profile (We look for)

We are looking for a highly motivated candidate with:

- Strong IT background (knowledge of CMS systems, webtools, etc.), with governance-related experience
- Understanding of a complex corporate IT environment (software, web tools in use), its implications on web governance
- Knowledge of web accessibility standards (WCAG 2.1, level AA) and data protection rules (Regulation (EU) 2016/679)
- Experience in domain management is an asset
- Ability to manage workflows, plan implementation, capacity to allocate tasks and organise work
- Strategic and analytical thinking, ability to define work packages based on analysis of issues, requests, etc.
- Experience in working with analytics would be an asset
- Experience in codification of rules would be an asset

- Experience in working with AI-based tools would be an asset
- Understanding of UX, usability and SEO standards
- Ability to work under pressure and against tight deadlines
- Very good people management skills,
- Very good communication skills (in writing / orally in English as a minimum), ability to structure and share information, be it highly technical or regulatory

Eligibility criteria

The secondment will be governed by the **Commission Decision C(2008) 6866** of 12/11/2008 laying down rules on the secondment to the Commission of national experts and national experts in professional training (SNE Decision).

Under the terms of the SNE Decision, you need to comply with the following eligibility criteria at **the starting date** of the secondment:

- Professional experience: at least three years of professional experience in administrative, legal, scientific, technical, advisory or supervisory functions which are equivalent to those of function group AD.
- Seniority: having worked for at least one full year (12 months) with your current employer on a permanent or contract basis.
- Employer: must be a national, regional or local administration or an intergovernmental public organisation (IGO); exceptionally and following a specific derogation, the Commission may accept applications where your employer is a public sector body (e.g., an agency or regulatory institute), university or independent research institute.
- Linguistic skills: thorough knowledge of one of the EU languages and a satisfactory knowledge of another EU language to the extent necessary for the performance of the duties. If you come from a third country, you must produce evidence of a thorough knowledge of the EU language necessary for the performance of his duties.

Conditions of secondment

During the full duration of your secondment, you must remain employed and remunerated by your employer and covered by your (national) social security system.

You shall exercise your duties within the Commission under the conditions as set out by aforementioned SNE Decision and be subject to the rules on confidentiality, loyalty and absence of conflict of interest as defined therein.

In case the position is published with allowances, these can only be granted when you fulfil the conditions provided for in Article 17 of the SNE decision.

Staff posted in a European Union Delegation are required to have a security clearance (up to SECRET UE/EU SECRET level according to [Commission Decision \(EU, Euratom\) 2015/444 of 13 March 2015](#)). It is up to you to launch the vetting procedure before getting the secondment confirmation.

Submission of applications and selection procedure

If you are interested, please follow the instructions given by your employer on how to apply.

The European Commission **only accepts applications which have been submitted through the Permanent Representation / Diplomatic Mission to the EU of your country, the EFTA Secretariat or through the channel(s) it has specifically agreed to**. Applications received directly from you or your employer will not be taken into consideration.

You should draft your CV in English, French or German using the **Europass CV format** ([Create your Europass CV | Europass](#)). It must mention your nationality.

Please do not add any other documents (such as copy of passport, copy of degrees or certificate of professional experience, etc.). If necessary, these will be requested at a later stage.

Processing of personal data

The Commission will ensure that candidates' personal data are processed as required by Regulation (EU) 2018/1725 of the European Parliament and of the Council ⁽¹⁾. This applies in particular to the confidentiality and security of such data. Before applying, please read the attached privacy statement.

⁽¹⁾ Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (OJ L 295, 21.11.2018, p. 39)