



**VACANCY NOTICE FOR POSITIONS OF
Expert - Secretariat to the European Scientific Advisory Board on Climate Change
Temporary Agent (AD6)**

Reference no. EEA/AD/2024/4

Please send us your application by no later than 21 May 2024 at midnight (Copenhagen time), following the instructions in the [ANNEX](#).

The European Environment Agency (EEA) is organising an open competition with a view to establishing a reserve list of experts to work in the area of climate change in the [Secretariat to the European Scientific Advisory Board on Climate Change](#).

The purpose of the post is to support the work of the [European Scientific Advisory Board on Climate Change](#), through data analysis and policy assessment on issues relevant to the achievement of EU's climate objectives.

THE EUROPEAN SCIENTIFIC ADVISORY BOARD ON CLIMATE CHANGE:

The European Scientific Advisory Board on Climate Change is an independent body providing the EU with scientific knowledge, expertise and advice relating to climate change. The Advisory Board evaluates policies and identifies actions and opportunities to successfully achieve the EU's climate targets. It was established in 2021 by the European Climate Law and consists of 15 independent senior scientific experts covering a broad range of relevant disciplines.

The Advisory Board is supported in its work by a secretariat composed of enthusiastic experts with interdisciplinary competencies relating to climate change and the Advisory Board's mandate. The Secretariat is hosted by the EEA, based in Copenhagen, Denmark.

JOB DESCRIPTION:

The Secretariat to the Advisory Board seeks to recruit several experienced professionals to join an open, positive, multicultural, and interdisciplinary team of enthusiastic experts to support the work of the Advisory Board and the execution of its work programme.

We are in particular looking for candidates with extensive experience and expertise in climate scenarios, climate policy, and economic analysis within the following areas:

- Energy production and energy systems;
- Agriculture and the land use sector;
- Climate impacts and adaptation.

Under the responsibility of the Head of the Secretariat to the Advisory Board, and as project lead or member of a project team, you will be carrying out some of the following tasks:

- Preparing advice and underpinning reports from the Advisory Board, focusing on climate modelling, policy assessment, and economic analysis;
- Monitoring and evaluating progress against EU climate-related policy objectives in relevant economic sectors;
- Analysing climate neutrality and climate resilient pathways for the EU in relevant economic sectors, including the mitigation potential of various policy options (e.g., technological, demand-side), and conducting economic analysis to support decision-making;
- Evaluating existing and proposed EU policies and governance frameworks relevant to climate change mitigation and adaptation, their expected effects, and their coherence with the EU's climate targets;
- Assessing existing and planned action at the national level and in specific sectors in relation to greenhouse gas emission trajectories and targets, emphasizing economic and socio-economic analysis;
- Helping deliver on cross-cutting issues, encompassing various enabling factors for the transition to climate neutrality and climate resilience;
- Seeking out and maintaining dialogue with relevant EU actors and decision makers, particularly in the field of climate modelling, policy and economics.

ELIGIBILITY CRITERIA:

Candidates applying must satisfy the following eligibility criteria on the closing date for the submission of applications:

- a) Successful completion of university studies attested by a degree relevant to the field concerned of at least 3 years; OR where justified in the interests of the service, professional training of an equivalent level;
- b) A minimum of 3 years of relevant professional experience after award of the university degree.

In addition, in order to be eligible a candidate must:

- Be a national of one of the member countries of the EEA (Member States of the European Union plus Iceland, Liechtenstein, Norway, Switzerland and Türkiye);
- Enjoy full rights as a citizen;
- Have fulfilled any obligations imposed by law concerning military service;
- Have a thorough knowledge of one of the languages of the EEA member countries and a satisfactory knowledge of another of these languages (corresponding to level B.2 of the [Common European Framework of Reference for languages CEFR](#));
- Meet the character requirements for the duties involved;

- Be physically fit to perform the duties linked to the post.

Qualifications - External

Candidates should assess carefully and check before submitting their application whether they fulfil all the conditions for admission laid down in the vacancy notice, particularly in terms of qualifications and relevant professional experience.

SELECTION CRITERIA:

(In your application, please provide examples from current or past work experience where these competencies have been applied).

Essential:

- Thorough knowledge of economic and policy aspects of key sectors, systems and enablers essential to the achievement of EU climate objectives (e.g. energy, food and agriculture, mobility and transport, buildings);
- Excellent project management skills and extensive experience in managing and structuring work processes in a research context;
- Experience in identifying, handling and analysing data and quantitative information relevant to climate action at EU, national or local level;
- Extensive experience and thorough knowledge of tools and models applied for policy analysis or policy development;
- Excellent written and verbal communication skills and demonstrated experience in synthesising research and assessment findings into actionable policy-relevant messages;
- Excellent command of written and spoken English language, at least at level C1 in all categories according to the [Common European Framework of Reference for Language](#).

Advantageous:

- Knowledge of energy models used for the analysis of environmental, economic and social impacts of policy options;
- Knowledge of agriculture or land use models used for the analysis of environmental, economic and social impacts of policy options;
- Experience in the assessment of climate impacts, climate risks and climate adaptation measures in Europe.

Candidates invited to the written test and interview stage will also be assessed against the following behavioural competencies:

- Excellent interpersonal skills and ability to interact with a wide range of people and management levels;

- Ability to work collaboratively and in different roles, to circulate information and to share methods and good practice with colleagues to deliver on common work goals;
- Ability to use self-reflection and feedback to improve self-awareness and share insights with others;
- Strong autonomy, organisational and project management skills, with the ability to take responsibility for specific areas of work and to deliver to high standards;
- Diversity awareness and sensitivity;
- Service orientation and ability to understand stakeholder needs and requirements to ensure the delivery of high-quality results
- Ability to seek out learning opportunities proactively, to handle situations and problems with innovation and creativity.

THE AGENCY:

The EEA is an Agency of the European Union (EU) and one of the decentralised Union bodies. The EEA aims to support sustainable development and to help achieve significant and measurable improvement in Europe's environment, through the provision of timely, targeted, relevant and reliable information to policy-making agents and the public.

CONTRACTUAL CONDITIONS:

The successful candidate will be offered a Temporary Agent contract in accordance with Article 2(f) of the [Conditions of Employment of Other Servants of the European Communities](#). The selected candidate will be employed for an initial time period of four years, renewable.

Successful candidates who are recruited undergo an initial probation period of 9 months.

Should the successful candidate currently hold a Temporary Agent 2(f) contract and qualify for a transfer under the terms of the CEOS, the band width for this position which can be accommodated is in accordance with Annex I of the Staff Regulations.

For information on salary, please see information published under [Temporary Agents](#).

The place of work will be Copenhagen, Denmark.

It is brought to the particular attention of candidates that the provisions of Articles 11 to 26 of the Staff Regulations, concerning the rights and obligations of officials, shall apply by analogy to Temporary Agents. These rules specify that:

“An official shall carry out his duties and conduct himself solely with the interests of the Union in mind. He shall neither seek nor take instructions from any government, authority, organization or person outside his institution. He shall carry out the duties assigned to him objectively, impartially and in keeping with his duty of loyalty to the Union.

An official shall not without the permission of the appointing authority accept from any government or from any other source outside the institution to which s/he belongs any honour,

decoration, favour, gift or payment of any kind whatever, except for services rendered either before his appointment or during special leave for military or other national service and in respect of such service.

Before recruiting an official, the appointing authority shall examine whether the candidate has any personal interest such as to impair his independence or any other conflict of interest. To that end, the candidate, using a specific form, shall inform the appointing authority of any actual or potential conflict of interest. In such cases, the appointing authority shall take this into account in a duly reasoned opinion. If necessary, the appointing authority shall take the measures referred to in Article 11a(2).”

For further information on the Staff Regulations and the Conditions of Employment of Other Servants of the European Union see:

[Staff Regulations](#)

SELECTION PROCEDURE:

A Selection Committee is set up for the selection procedure. It consists of members designated by the Appointing Authority and the Staff Committee. The Selection Committee is bound by the principle of confidentiality as enshrined in Article 6 of Annex III to the Staff Regulations. This works in two ways: first, it imposes obligations to ensure equal treatment for candidates; and second, it seeks to protect the Selection Committee to ensure that its decisions are totally impartial.

The Selection Committee adheres strictly to the conditions of admission laid down in the vacancy notice when deciding whether or not candidates are eligible. Candidates admitted to a previous selection procedure will not automatically be eligible. Candidates are strictly forbidden to make any contact with the members of the Selection Committee, either directly or indirectly. Any infringement of this rule will lead to disqualification from the selection procedure.

In a spirit of transparency, and in order to align our working methods with current practice in certain Member States, the administration has decided to proceed with the publication of [names of Selection Committee members](#).

Should the Selection Committee discover at any stage in the procedure that the candidate does not meet one or more of the general or special conditions for admission to the selection procedure, the candidate will be disqualified.

The Selection Committee decides on those candidates who are admitted to the selection procedure in accordance with the requirements as specified under eligibility criteria. The applications of the candidates admitted to the selection procedure are reviewed to establish whether or not they show evidence of all requirements as specified under selection criteria.

The Selection Committee will invite to the interview and to the written test phase the best qualified candidates (maximum of 24). Should the case arise that there are various candidates scoring the same number of points in the 24 ranking, the number of candidates to be invited may be increased accordingly to accommodate this.

The interview will be held in English and the candidate's knowledge of other languages will also be assessed during the interview. Candidates invited for an interview will be asked to undergo a written test in English, in the area of expertise required for the post. The test and the interview will take place online.

At the end of the interviews the Selection Committee will submit the list of suitable candidates to the Appointing Authority who will decide on the appointment of the successful candidate and the establishment of a reserve list for the post advertised or similar posts that may become available. There may be conducted follow-up recruitment interviews with the suitable candidates. Candidates shall note that inclusion on the reserve list does not guarantee recruitment. Recruitment will be based on availability of posts and budget.

The reserve list for this post will be valid until **31 December 2025** and may be extended at the discretion of the Appointing Authority.

Prior to contract signature, the successful candidate will be asked:

- to provide original or certified copies of all relevant documents proving his/her eligibility, including a police certificate confirming the absence of any criminal record;
- to undergo a compulsory medical examination to establish that he/she meets the standard of physical fitness necessary to perform the duties involved.