

We are looking for a new full-time **Director (f/m/div)** of the European Centre of Excellence for Civilian Crisis Management (CoE) in Berlin.

Location and Time of appointment: The position in Berlin is time-limited to a period of 3 years, starting in Q1 2025, with a possibility of extension by a further 2 years.

The Berlin-based CoE was opened in September 2020 during the German EU Council Presidency upon the initiative of the Federal Foreign Office, CoE's main donor. It is a member-based organisation and service provider for its members (currently 23 EU Member States) and Preferred Partners (EU & NATO). The aim is to support them in their efforts to strengthen civilian crisis management capabilities. Within the EU structures, CoE collaborate closely with the EEAS, for example the Permanent Headquarters for Planning and Operational Conduct for CSDP-missions (CPCC), the Security and Defence Directorate (SECDEFPOL) and the Peace, Partnerships and Crisis Management Directorate (PCM). The CoE is also a knowledge hub for the collection and exchange of national models and experiences ("good practices") and for the development of concrete ideas and practices on how European civilian crisis management can be further developed.

**Job description:**

The mission of the Director is to lead the CoE and set the strategic direction with guidance from the members of the CoE.

Key responsibilities and tasks include:

- Developing the long-term vision for the CoE.
- Providing strategic guidance, motivating, and leading the staff in operationalising the CoE's mandate.
- Direct supervisor for the Head of Administration, Head of Director's office, Heads of sectors and seconded national experts.
- Overall responsibility for the management of the CoE, including financial management and internal organisational development.
- Continue building strong relationships with Members, preferred partners and other international stakeholders, while exercising strong political acumen navigating a complex landscape of different actors.
- Represent the Centre externally, including in relevant CoE events and other external events.
- Report to the General Meeting as well as to the responsible authorities of the Federal Republic of Germany.

**Job requirements:**

The candidate should meet the following requirements:

- University degree and postgraduate training (Master's degree or equivalent) in a relevant field such as Political Science/International Relations or similar, or corresponding equivalent professional qualifications
- Minimum 10 years of relevant professional experience of which at least 5 years are in international crisis management or rule-of-law capacity building

- Minimum 5 years of experience in management positions, including human resources, budget and strategic responsibilities
- Good knowledge of EU politics/administration
- Demonstrated strong leadership and organisational skills
- Demonstrated communication and diplomatic skills
- Proven ability to inspire, develop vision and strategy
- Proven intercultural competencies
- Fluency in English (C2 level)

**Desirable assets:**

- Experience in civilian CSDP structures and missions
- Experience in a civil service of an EU Member State
- Academic excellency in EU crisis management or similar
- IT skills, ability to work in hybrid formats, and harnessing the potential of IT in knowledge management

**Our offer:**

- Salary level: The Director will be remunerated with a gross annual salary of approx. 100,000 EUR.
- 30 days of annual leave and 24, 31 December as additional leave days
- State of the art equipment and spacious, wheel-chair accessible office in the heart of Berlin
- Options for teleworking as well as flexitime

We value diversity and therefore expressly welcome all applications - regardless of cultural, social or ethnic origin, gender, religion or belief, disability, age or sexual identity.

People with severe disabilities and people of equal status are given preferential consideration in the case of equal suitability in accordance with the legal requirements.

**Application:**

If you fit the requirements and are willing to take on the responsibilities of leading the Centre, please submit your application in English by **Monday, 13<sup>th</sup> May 2024, 23:59 (CET)** at the latest, exclusively to: [recruitment.director@coe-civ.eu](mailto:recruitment.director@coe-civ.eu)

We ask you to submit a letter of motivation, CV, references as well as any supporting documents proving the necessary requirements. We would also ask you to provide a short vision statement of how you would like to set the future direction of the Centre – this should be limited to max. 300 words and submitted as a separate document.

Assessments and interviews will be carried out by a Selection Committee set up specifically for this task. Any questions related to the recruitment process as well as terms and conditions can be addressed directly to [recruitment.director@coe-civ.eu](mailto:recruitment.director@coe-civ.eu).