



EUROPEAN COMMISSION

Job Description Form

Job description version1 (*Active*)
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Valid from25/05/2024until

Job Profile

Position

CONTRACT AGENT FGIV

Job title

Programme Officer - Policy Officer – African Digital, Transport and Infrastructure Transformation

Domains

Generic domain

INTERNATIONAL COOPERATION and DEVELOPMENT

Intermediate domain

Specific domain

Sensitive job

No

Overall purpose

Under the supervision of the Team Leader, to contribute to the EU-AU policy dialogue and the definition and implementation of strategies, policies and initiatives concerning the EU relations with the African Union, as reflected in the latest EU AU Summit joint vision and along the EU Global Gateway agenda, in the field of Digitalization, AI, Transport (including aviation) and Infrastructure.

Functions and duties

+ POLICY COORDINATION

- *Conduct the EU AU policy dialogue in the area of Digitalization, AI, Transport (including aviation) and infrastructure including EU relevant line DGs and institution.*
- *Elaborate and contribute towards the definition of policies and initiatives concerning the African Union, and in particular the AU Commission and other pan-African institutions and organizations such as AUDA NEPAD and the African Civil Aviation Commission, in the area of Digitalization, AI, Transport (including aviation) and infrastructure.*
- *Contribute to the elaboration of, and coordinate, the Commission's policy positions and operational inputs into the implementation of the Joint Africa-EU Strategy, the latest 2022 EU AU Brussels summit follow up plan and the Global gateway investment plan for Africa in the area of Digitalization, Energy and Transport (including aviation) and infrastructure.*

+ PROGRAM / PROCESS / PROJECT MANAGEMENT

- *Contribute to the elaboration of the Multi-Annual Indicative Programme and the Annual Action Plans under the NDICI instrument at continental level (and other actions devolved to the Delegation) in coordination with other Commission DGs and services concerned to the area of Digitalization, AI, Infrastructures and transport (including aviation).*
- *Ensure the necessary consultations on the Continental NDICI Programming and programme development (and other actions devolved to the Delegation) with the EU Member States and African partners in the area of Digitalization, AI, Transport (including aviation) and Infrastructure development.*
- *Particularly during the first year of assignment ensure the necessary consultations on the Continental NDICI Programming and programme development (and other actions devolved to the Delegation) with the EU Member States and African partners in the area of economic integration .*
- *Manage on-going projects in field of digital, transport and infrastructure (as well as economic integration in year 1), e.g., attend management and monitoring meetings, ensure the follow-up on the project performance, contribute to evaluations, elaborate progress reports and propose actions if and when needed, assist with all aspects of the procurement process, monitor contractual obligations (via periodic reviews, audits, reporting and assistance, etc.), gather and handle external expertise, etc.*

+ INTER-INSTITUTIONAL RELATIONS

- *Contribute to the preparation, organization and follow-up of political and technical contacts between the Commission and Pan-African Institutions, including annual College-to-College meetings, EU AU Ministerials and Summits, Joint Annual Forums, experts' meetings, etc.*
- *Draft answers to oral and written questions and petitions of MEPs and other representatives of other EU institutions.*

+ INSTITUTION REPRESENTATION and NEGOTIATION

- *Assist in negotiations and dialogues with all stakeholders and partners involved in the Joint Africa-EU Strategy, including EU and AU Member States, RECs, European and African non- State Actors and other international partners in the area Digitalization, Transport (including aviation) and Infrastructure.*

+ COMMUNICATION and PUBLICATION

- *Contribute to the setting-up, implementation, monitoring and evaluation of information, communication and publication strategies related to Africa/AU-EU Strategic Partnership, in the area of Digitalization, AI, Transport (including aviation) and Infrastructure.*

Job requirements

Experience"

+ TRANSPORT INFRASTRUCTURE and NETWORKS, IT INFRASTRUCTURE DEVELOPMENT, REGIONAL POLICY (EU/national level)

Job-Related experience: at least 5 years

Qualifier: an advantage

Knowledge of African policies and institutions (in particular, in the field of Digitalization, Transport (including aviation) and Infrastructure is an additional asset. Experience in working in an EU Delegation is an advantage. Languages

Languages

	Listening	Reading	Spoken interaction	Spoken production	Writing
French	B2	B2	B2	B2	B2
English	C1	C1	C1	C1	C1

Knowledge

- *TRANSPORT (incl logistics)*
TRANSPORT INFRASTRUCTURE and NETWORKS
- *POLITICS (general)*
EU policies, legislation and programmes in the area of the Digital Agenda

Competences

- *Analysing and Problem Solving*
Ability to conceptualise problems, identify and implement solutions
- *Communicating*
Ability to understand and be understood
Drafting skills
Negotiation skills
- *Delivering Quality and Results*
Ability to work in a proactive and autonomous way
Financial management skills
- *Prioritising and Organising*
Coordination skills
Planning capacity
- *Working with Others*

Job Environment

Organisational entity

Presentation of the entity:

Job related issues

- Atypical working hours
- Specialised Job

Missions

- Frequent, i.e. 2 or more missions / month
- Long duration, i.e. missions lasting more than a week

Comments:

Workplace, health & safety related issues

- Noisy environment
- Physical effort / materials handling
- Work with chemicals / biological materials
- Radioprotection area
- Use of personal protective equipment
- Other

Comments:

EU Delegation to AU Size: 55; Gender balance (within the entity): 40%

Other

Comments: