Council of the European Union
General Secretariat
Directorate-General for Organisational Development and Services
Directorate for Human Resources
The Director

His /Her Excellency the Ambassador
Permanent Representative of the Member States to the
European Union

(by e-mail)

Brussels, 29 October 2026

Subject: **Secondment to the General Secretariat of the Council of a national expert in the field of Digital Transformation**

Ref.: SNE/11/2026 (GSC. DITEC.1.B.S2) - 2 posts (369952, 445662)

Dear Sir or Madam,

The Digitalisation Directorate is looking for two experts to join its Demand and Change Management Unit.

The Demand and Change Management Unit is the front-line between the General Secretariat of the Council (GSC) IT teams and the Council's business stakeholders. The unit plays a key role on shaping the use of technology within the GSC and in developing the tools available to other institutions, the rotating presidency and the Member states. The unit also coordinates the governance bodies which decide where digital investments should be made to achieve optimal value for money.

In particular:

- The unit is the single point of contact for the **rotating presidencies regarding the use of the Council's digital services at their disposal**.
- The unit coordinates a network in the Permanent Representations so as to better understand their needs and facilitate new opportunities of digitalisation.
- It also takes care of training and coaching on digital tools, and collects feedback with a view to improving the digital tools.

- The unit coordinates the **design and rollout of new AI solutions** in the GSC and will also be involved when AI becomes integrated into systems for use by the Member States.
- **AI and sovereignty** are two hot topics that will deeply affect new demands and investments in the near future. The unit is in charge of proposing a feasible roadmap to the relevant governance bodies.

During the secondment, the national expert will have the chance to work on policies that directly impact the future of the EU, engage with key international stakeholders, and participate in high-level negotiations in a dynamic and collaborative environment. Moreover, the importance of work-life balance is recognised at the GSC, and flexible working hours, as well as the possibility to work remotely part of the time, are offered to accommodate both personal and professional needs.

The job description, which details the qualifications and experience required, is annexed hereto.

The conditions of the secondment, including allowances paid by the Council, are set out in the Council Decision of 23 June 2015 concerning the rules applicable to experts on secondment to theGeneral Secretariat of the Council (Council Decision (EU) 2015/1027, OJ L 163, 30.6.2015, repealing Decision 2007/829/EC). According to Article 2 of that Decision, seconded national experts must be nationals of an EU Member State.

The duration of the secondment will be two years, with the possibility of extending it to a maximum of four years in total. Please note that in accordance with Article 5 of Council Decision (EU) 2015/1027, the secondment could be extended for an additional two years in exceptional cases.

The expert should take up their duties at the General Secretariat of the Council by **1 March 2027**.

Member States are hereby invited to propose qualified candidates for the post.

Proposals should indicate the national contact point(s) responsible for each candidate's submission. Submissions should be accompanied by a curriculum vitae detailing all posts held by the candidate to date as well as their education, and by a motivation letter.

Replies to this letter should be sent by email, no later than **17:00 CET on 11 December 2026,** to the following address: seconded.national.experts@consilium.europa.eu.

The relevant department, together with the Human Resources Directorate, will examine the applications received, decide which candidates to shortlist, and conduct the interviews. The Appointing Authority will decide on the appointment based on the outcome of the selection procedure. The General Secretariat of the Council may also decide to use the list of suitable candidates to fill future vacancies with the same profile.

If necessary, further information can be obtained from the General Secretariat of the Council by contacting Mr Daniel Cabrero Moreno, Head of Unit, tel. +32 (0)2 281 8205,
email: daniel.cabrero-moreno@consilium.europa.eu. or Mr Rubén Martínez, tel. +32 (0)2 281 7616, email:

ruben.martinez@consilium.europa.eu

Yours sincerely,

[e-signed]

Rebekka Wiemann

Annexes

Annex 1 – Job description

ANNEX

Seconded National Expert (SNE)
at the General Secretariat of the Council of the European Union

GSC.DITEC.1.B.S2 : Digital change for Policy and Events
Ref.: SNE/11/2026 (GSC. DITEC.1.B.S2) - 2 posts (369952, 445662)

Job description

A. Main tasks and responsibilities

The candidates will be attached to the **Change Management for Policy and Events** sector, in the **Demand and Change Management** Unit within the **Digitalisation** Directorate, where they will perform the following tasks:

- Liaise with the **Council Decision-Making** Directorate in GIP and with the **Permanent Representations**, on the coordination of initiatives relating to the onboarding of the rotating presidencies of the Council of the EU, and with the adoption of digital technologies.
- Participate, in coordination with the Digital Workplace team, in the **design, testing and rollout** of new solutions, including the integration of AI.
- Assist with the **training and coaching on digital tools** in the area of Council policy-making.

B. General conditions

According to the Decision [1] applicants must:

- have worked for their employer on a permanent or contract basis for at least 12 months before their secondment;
- remain in the service of their employer throughout the period of secondment;
- have at least three years' full-time experience of administrative, scientific, technical, advisory or supervisory functions relevant to the performance of the duties assigned to them;
- be nationals of one of the Member States of the European Union;
- have a thorough knowledge of one official language of the EU[2] and a satisfactory knowledge of a second language for the performance of their duties.

C. Qualifications and experience

Applicants need:

[1] Council Decision of 23 June 2015 concerning the rules applicable to experts on secondment to the General Secretariat of the Council

[2] The languages of the EU are: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, Irish, German, Greek, Hungarian, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish and Swedish.

- A level of education which corresponds to completed university studies of at least three years attested to by a diploma, or equivalent vocational training attested to by a diploma or a certificate issued by an institute for advanced studies in a field relevant to Digital Transformation.
- At least three years' experience in the management of digital technologies in public sector institutions.
- A good knowledge of at least two of the following areas: IT Governance, Personal Data Protection, Artificial Intelligence and Digital Sovereignty (including experience in migration to sovereign solutions).

The following will be considered an asset :

- Specific experience in change management, especially in the context of digitalisation initiatives.
- Advance knowledge of the areas mentioned above.
- Experience in training design and delivery.
- Experience/knowledge of the European Union institutions' ways of working, including previous experience working with the Council or with the Permanent Representations to the EU.

D. Required skills

Excellent oral and written communication skills, with the ability to communicate clearly, concisely and effectively.

A strong service orientation and an ability to manage relationships with a range of stakeholders.

Excellent interpersonal skills and an ability to cooperate effectively with people from different national, cultural, personal and professional backgrounds.

An excellent command of English, both orally and in writing. A knowledge of French and other EU languages being is an asset.

The GSC is committed to diversity and inclusion. We actively seek diversity and promote inclusion among staff. We embrace all differences based on geographical and demographic characteristics and identities and strongly believe that diversity enriches our perspectives, improves our performance, and increases our well-being. We therefore encourage applications from qualified candidates from diverse backgrounds and on the broadest possible geographical basis amongst the EU Member States.

Please find here the link to the privacy statement about the treatment of your personal data.

Further information on the post can be obtained from Mr Daniel Cabrero Moreno, Head of Unit, tel. +32 (0)2 281 8205, email: daniel.cabrero-moreno@consilium.europa.eu. or Mr Rubén Martínez, tel. +32 (0)2 281 7616, email: ruben.martinez@consilium.europa.eu

Electronically signed on 03/11/2026 08:40 (UTC+01)