

06 February 2018

ESDC JOB DESCRIPTION

IDENTIFICATION OF THE JOB (23)

Job title:	Cyber Security Training Manager (cyber security)
Entity:	European Security and Defence College (ESDC)
Function group and grade bracket:	corresponding AD (seconded by a EU Member State)
Overall purpose:	assist the Head of the ESDC in fulfilling his/her task

FUNCTIONS

Heading

- Lead on reviewing the requirements identification and requirements setting (FC 3)
- Lead on the coordination between internal (EU and member states) and external (international partners) ETEE providers
- Lead on analysing threat trends
- Lead on analysing target audience for training in cyber security

Planning

- Plan the annual update of standard curricula and training needs
- Contribute to the training programme and conceptual documents
- Plan and implement ESDC courses with a focus on cyber security
- Establish cyber security courses for specific audiences and requirements (e.g. missions and operations)
- Contribute to the functioning of the eLCIP Board configuration

Analysis and Evaluation

- Contribute to the Lessons Identified Process of the ESDC drawing on the expertise of the relevant services in the EU institutions and agencies
- Evaluate the relevant training activities and ensure that lessons identified are reflected in next courses
- Analyse different pedagogic approaches for new cyber security courses and advice which one is the most appropriate and cost-effective
- Analyse the various EU and national level training activities in the field of cyber security
- Support to the development of Standardised Curricula
- Provide input to the relevant reports (e.g. GAREA)

Project Management

- Facilitate the conduct of ESDC training activities in general and of specific training activities in the field of cyber security
- Conduct, facilitate or acquire of-the-shelf horizon scanning, threat landscape and technology watch activities and products
- Develop new tools in support of training, education and exercises
- Cooperate with other training providers in the field of cyber security

- Contribute to the development of a dedicated platform for partner countries
- Develop training material for ESDC courses
- In the context of cyber security, develop a project plan, manage the project stakeholders, project team, project risk and schedule
- Develop an eTool for knowledge capture and sharing

Coordination

- Establish close contacts to the Points of Contact of national and international training institutes
- Keep contact and closely co-operate with relevant services in the EU-institutions, the EEAS and EU agencies
- Support meetings and conferences of the ESDC
- Coordinate the work related to cyber security
- Keep close contacts to other cyber security training, education and exercise providers, both on national, European and international level

JOB REQUIREMENTS

Education and experience

- University diploma, preferably in IT (or equivalent through experience);
- Ten years work experience out of which five years professional experience in the field of cyber security;
- Alumni of at least one ESDC course would be an advantage.

Knowledge

- Sound knowledge of computer systems and their application
- In depth knowledge about risks and threats in the cyber domain

Languages

- Thorough knowledge of one CSDP language (EN/FR) and satisfactory knowledge of the other one are required

Skills

- Good computer skills are essential. Holder of the "European Computer Driving Licence" (ECDL) are preferred
- Working in an international team and under time-pressure
- Networking and communication skills

Security Status

- EU Security Clearance to the level "SECRET"