

Call for expression of interest

Selection of seconded national experts

No SNE.2026.01 — ‘Seconded national expert on drug policies’

EUDA

The EUDA is one of the European Union’s decentralised agencies. Based in Lisbon, it is the central source of comprehensive information on drugs and drug addiction in Europe.

The EUDA’s mission focuses on contributing to EU preparedness on drugs through four main actions:

Anticipate: We anticipate future drug-related challenges and their consequences.

Alert: We alert in real time on new drug risks and threats to health and security.

Respond: We help the EU and its Member States strengthen their responses to the drug phenomenon.

Learn: We facilitate EU-wide knowledge exchange and learning for evidence-based policies and interventions.

The EUDA is an equal opportunities employer and accepts applications without distinction on the grounds of age, race, political, philosophical or religious conviction, gender or sexual orientation and regardless of disabilities, marital status or family situation.

For further information on the EUDA, please visit <https://www.euda.europa.eu/>

Position

The jobholder will work as a **cost-free** second national expert (SNE) under the direct supervision of the Head of the Policy and society (POL) sector within the Policy, crime and markets (PCM) unit. The SNE will contribute to the development, further enhancement and promotion of the competences of the EUDA in drug policies, particularly in the area of cannabis policy. The post supports the EUDA’s goal to contribute to a healthier and more secure Europe.

To ensure effective execution of tasks, the vehicular language for this post has been defined as English.

Main duties

The successful applicant will be requested to perform the following main tasks and responsibilities:

- Contribute to objectives and outputs in the area of drug policies in the framework of the EUDA single programming documents.
- In the area of cannabis policy analysis and related emerging policy trends:
 - assist in the conceptualisation of monitoring cannabis policies in Europe;

- contribute to data analysis to support reliable and timely drug policy analysis;
- contribute to the development of high-quality data monitoring tools;
- In the area of policy design and evaluation:
 - contribute to the EUDA portfolio of resources and tools to support drug policy design, monitoring and evaluation;
 - support the development and maintenance of the European Cannabis Policy Toolkit
- In the area of strengthening cannabis policy networks and collaboration with key stakeholders:
 - actively build and maintain strategic partnerships with national, European, and international stakeholders, fostering collaborative initiatives and knowledge exchange;
 - liaise with relevant policy and information collection bodies at national, European and international levels;
 - develop resources that clearly communicate complex policy issues to diverse audiences, including decision-makers and other EUDA stakeholders.

The jobholder may be required to contribute to other areas of work, according to the needs and priorities of the EUDA.

To perform the duties of the post and ensure effective communication with the different actors and stakeholders involved, the main working language required for the job is English.

1. Job requirements

1.1. Eligibility requirements

Introduction

National experts are seconded to the EUDA so that the agency can benefit from the high level of their professional knowledge and experience — in areas where such expertise is not readily available. National authorities profit from the exchange of professional experience that takes place during the secondment.

SNEs must have worked for their employer on a permanent or contract basis for at least 12 months before their secondment and shall remain in the service of that employer throughout the period of secondment. The SNE's employer shall thus undertake to continue to pay their salary, to maintain their administrative status throughout the period of secondment and to inform the EUDA's Human resources management sector (HRMS) of any change in the SNE's situation in this regard. The SNE's employer shall also continue to be responsible for all their social rights, particularly social security and pension. The



SNE's employer shall therefore explicitly express its agreement for the secondment prior to the application. Proof of such agreement will be requested from applicants during the recruitment process.

The termination of or change in the SNE's administrative status may lead to the termination of their secondment by the EUDA without notice.

The initial period of secondment may not be less than six months or more than two years. It may be renewed once or more, up to a total period not exceeding four years.

SNEs shall assist EUDA officials or temporary staff. They may not perform middle or senior management duties.

The non-compliance with one of these requirements is a condition for exclusion of applicants.

General requirements

In addition to the above, and in accordance with the EUDA rules on the secondment of national experts, eligibility requirements are as follows:

- be employed by a national, regional or local public administration or an intergovernmental organisation (IGO);
- be a national of an EU Member State or of any third country that has entered into an agreement with the EUDA on the basis of Article 300 of the Treaty.

Professional experience requirements

- Have worked for their employer on a permanent or contract basis for at least 12 months before their secondment.
- Have at least three years' experience of administrative, legal, scientific, technical, advisory or supervisory functions.

Language requirements

- Produce evidence of a thorough knowledge of one of the official languages of the European Union and a satisfactory knowledge of another of these languages to the extent necessary for the performance of the required duties (B2 level).
 - An SNE from a non-Member State of the EU must produce evidence of a thorough knowledge of one EU official language for the performance of his/her duties.
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1.2. Essential requirements

Introduction

All eligible applications, according to the afore-mentioned criteria, will be assessed against the requirements listed below solely based on the information provided by the candidates in their application.

Please note that non-compliance with at least one of the essential selection criteria will result in the exclusion of the candidate from the selection process.

On the basis of the application

1. Evidence of at least 12 months of work with the current employer, in the drug area, on permanent or contract basis, on top of the years required in point 1.1.
2. A degree in a relevant subject such as political science, social policy, law, public health, social sciences, criminology or similar.
3. A strong academic background with good understanding of methodological and research issues.
4. At least one year of proven professional experience in the field of drug policy, preferably in cannabis policy.
5. Evidence of networking experience at international level, preferably in drug policy.
6. Evidence of presenting results and/or findings of studies in written form and orally.

On the basis of the interview

1. A good understanding of issues related to the field of drug policy, preferably cannabis policy.
2. A good understanding of issues relevant to the areas of illicit drugs research and monitoring.
3. A good understanding of issues related to the field of policy design and policy evaluation.
4. Knowledge and awareness of international drug issues and emerging trends.
5. Knowledge of the functioning of the European Union institutions and, in particular, of the role of the EUDA and its partners.
6. Proven capacity to work in a team, under tight schedules and towards objectives.
7. Excellent English language oral communication skills.

On the basis of the written test

1. Strong capacity to think critically and analytically in the interpretation of data and research findings in the field of drug policy.
 2. Excellent written communication skills in English.
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1.3. Advantageous requirements

Introduction

Advantageous criteria constitute additional assets and will not result in exclusion, if not fulfilled.



- On the basis of the application**
1. Proven ability to write and edit high-quality technical and scientific papers.
 2. Experience of working in a multicultural environment.

- On the basis of the interview**
1. A strong ability to work and interact effectively with a diverse range of individuals.
 2. Ability to actively build and maintain strategic partnerships with national, European, and international stakeholders.

- On the basis of the written test**
1. The ability to tailor written communication to varying target audiences.

2. Submission of applications

2.1. Overview

Procedure Your application for a secondment **must be submitted by the Permanent Representation of the Member State that intends to second you**, to the following email: SNE.2026.01@euda.europa.eu.

Applications shall include the following documents:

- a motivation letter (maximum 1 A4 page);
- an application form duly signed and completed (see attached); and
- a detailed curriculum vitae in European format (see <https://europass.cedefop.europa.eu/en/documents/curriculum-vitae>).

Candidates should ensure that they clearly indicate how they meet the selection criteria in their application.

- All sections of the application should be completed in English to facilitate the selection procedure.

Deadline for applications

The closing date for the submission of applications is **31/03/2026** at 23.59, Lisbon time.

2.2. Selection procedure

Selection on files

- The selection on files is the phase during which the selection committee assess, based on each application file received, whether candidates meet the requirements set for admission, eligibility and selection.



- The essential requirements have a maximum of 10 points each. Non-compliance with at least one of the essential selection criteria will result in the exclusion of the candidate from the selection process.
- The advantageous requirements have a maximum of 5 points each. Advantageous criteria constitute additional assets and will not result in exclusion, if not fulfilled.
- On this basis, the selection committee will select the candidates that obtain at least 60 % of the total points available to rank their compliance with the essential requirements and with the advantageous requirements.
- The maximum number of invitees for an interview shall be 10. This ceiling may be adapted, depending on the number of applications received, by decision of the appointing authority/authority authorised to conclude employment contracts. Should the case arise that there are various candidates scoring the same number of points in the 10th ranking, the number of candidates to be invited will be increased accordingly to accommodate this.

Interview and written test

- The selected candidates will be invited to carry out an interview and a written test.
- Interviews will be held by the selection committee, either at the EUDA premises or remotely (online).
- The candidates will be assessed based on the essential requirements mentioned above out of a maximum of 10 points each and the advantageous requirements above out of a maximum of 5 points each.
- Candidates will be asked to undergo a written test, either at the EUDA premises or remotely (online).
- The candidates will be assessed based on the requirements mentioned above and a maximum of 30 marking points will be available for this purpose.

Reserve list

- The work of the selection committee ends with the preparation of a draft reserve list of candidates considered suitable to occupy the position advertised, to be proposed to and approved by the appointing authority/authority authorised to conclude employment contracts of the EUDA.
 - Only candidates who reach 70 % of the marking points can be included in the reserve list for appointment.
 - Based on the adopted reserve list, the appointing authority/authority authorised to conclude employment contracts of the EUDA may offer a contract of engagement.
 - Candidates shall note that the inclusion in the reserve list does not guarantee that recruitment, which will depend, among other things, on availability of vacant posts and budget.
 - The established reserve list may be used to fill similar positions within the EUDA.
 - The reserve list will be valid until 31/12/2028 and may be extended by decision of the EUDA appointing authority/authority authorised to conclude employment contracts.
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**Selection committee**

The selection committee for this selection procedure will be composed as follows:

- Rebecca McDonald (chairperson and member appointed by the Staff Committee)
- Liesbeth Vandam (member)
- Brendan Hughes (member)

The selection committee's work and deliberations are strictly confidential and any contact, either direct or indirect, with its members is strictly forbidden. The confidentiality principle is intrinsic to all steps of the recruitment procedure and is in accordance with Article 6 of Annex III to the Staff Regulations of Officials of the European Communities.

Information on the process

All candidates will be informed of the outcome of the selection procedure.

For up-to-date information on the process of this selection procedure, please visit the EUDA's website at the following link: <https://www.EUDA.europa.eu/about/jobs>

Applicants invited for the second phase may be entitled to a flat-rate contribution towards travel and subsistence expenses. Information will be provided together with the invitation letter.

3. Conditions of employment

Legal framework

National experts are seconded to the EUDA according to the European Commission's rules that apply by analogy. Please read these rules before applying to make sure that you fulfil the eligibility criteria.

The initial period of secondment is two years with possibility for extension once or more, up to a total period not exceeding four years.

Place of employment

The place of employment will be Lisbon, Portugal, where the EUDA has its seat.

Remuneration

Under the terms of this call, the SNE **will not be entitled to any subsistence allowances** during the period of secondment. They shall continue to be paid by their employer without any financial compensation being paid by the EUDA. The EUDA will accept no requests for grants or fees or the reimbursement of travel or other expenses other than the reimbursement of mission expenses incurred as part of the secondment.

For more information, consult our website: https://www.euda.europa.eu/drugs-library/decision-adoption-emcdda-provisions-use-seconded-national-experts_en

Declaration of commitment to serve public interest independently

A seconded national expert engaged by the EUDA is required to make a declaration of commitment to act independently in the public interest and to make a declaration in relation to the interests that might be considered prejudicial to his/her independence.

A seconded national expert is required to carry out their duties and conduct solely with the interests of the EUDA and of the European Union in mind; they shall neither seek nor take instruction from any government, authority, organisation or person outside their institution. They shall carry out the duties assigned objectively, impartially and in keeping with the duty of loyalty to the EUDA and to the European Union.

Protection of personal data

All personal data collected for this selection process will only be used for the purposes of this selection procedure and will in no case be transmitted to any third party.

Any data provided will be treated in the strictest confidence and with high standards of security.

All documents provided to the EUDA during this selection procedure will be kept in the EUDA's files and will not be returned to applicants.

Application documents will only be kept for as long as it is mandatory to fulfil the requirements of existing auditing/control procedures applicable to the EUDA.

For further details please read carefully the 'Privacy statement' as published in the EUDA website at the following link: https://www.euda.europa.eu/about/data-protection_en.

4. Request for review and appeal procedure

Request for review

A candidate who feels that a mistake has been made during the selection procedure may ask to have their application reconsidered by sending, within 20 calendar days from 30/04/2026, a request for review, quoting the number of the selection procedure concerned to the chairperson of the selection committee at the following address:

EUDA
Chairperson of the selection committee
Praça Europa 1, Cais do Sodré
1249-289 Lisbon
Portugal

The selection committee will reconsider the application and notify the candidate of its decision within 45 calendar days of receipt of the letter.

Appeals procedure

Candidates who consider that they have been adversely affected by a particular decision may lodge a complaint under Article 90(2) of the Staff Regulations of Officials of the European Communities and Conditions of employment of other servants of the European Union, at the following address:

EUDA Executive Director
Praça Europa 1, Cais do Sodré
1249-289 Lisbon



Portugal

The complaint must be lodged within three months. The time limit for initiating this type of procedure (see Staff Regulations <https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1594050364017&uri=CELEX:01962R0031-20140101>) starts to run from the time the candidate is notified of the act adversely affecting him or her.

Like all citizens of the European Union, candidates can make a complaint to the European Ombudsman:

European Ombudsman
1 avenue du Président Robert Schuman — CS 30403
67001 Strasbourg Cedex
France

Note that complaints made to the Ombudsman have no suspensive effect on the period laid down in Articles 90(2) and 91 of the Staff Regulations for lodging complaints or for submitting appeals to the Civil Service Tribunal under Article 270 of the Treaty on the Functioning of the European Union. Note also that, under Article 2(4) of the general conditions governing the performance of the Ombudsman's duties, any complaint lodged with the Ombudsman must be preceded by the appropriate administrative approaches to the institutions and bodies concerned.

5. EUDA contact

Email: Recruitment@euda.europa.eu

Recruiter: Leila Mekkaoui

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