ACER
European Union Agency for the Cooperation of Energy Regulators

# SELECTION NOTICE FOR

# HEAD OF DEPARTMENT – STRATEGY, DELIVERY AND COMMUNICATIONS

**Reference number: ACER/2026/10**

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| Position (job title): | Head of Department – Strategy, Delivery and Communications |
| Department / Team: | Strategy, Delivery and Communications (SDC) |
| Function Group / Grade: | Temporary Staff, AD12 |
| Grade bracket for Internal and Inter-Agency mobility | AD12 |
| Contract duration | 5 years (with possibility of renewal) |
| Place of employment: | Brussels, Belgium |
| Starting date: | First half of 2027 |
| **Closing date for applications:** | **30 November 2026, 14:00 Ljubljana time** |

## 1. ABOUT THE AGENCY

The European Union Agency for the Cooperation of Energy Regulators (hereinafter referred to as "ACER") is a European Union ("EU") body, legally established by Regulation (EU) No 2019/942[1] and operational since 2011. ACER is central to the integration and well-functioning of the EU's electricity and natural gas markets.

### 1.1. Our purpose

Our overall purpose is achieving a transition of the European energy system in line with the political objectives set at leaders' level, reaping the benefits of increased energy market integration across Europe, and securing low-carbon supply at least possible cost for European businesses and citizens.

The Agency promotes:

- More competitive, integrated energy markets, offering consumers more choice,
- An efficient energy infrastructure and network, enabling energy to move freely across borders, the integration of renewable sources, and therefore ensuring a higher degree of security of supply,
- A monitored and transparent energy market securing consumers fair prices and limitation of market abusive behaviours.

In this respect, ACER:

- Complements and coordinates the work of the national energy regulatory authorities (NRAs),
- Participates in the development of European network rules,

[1] Regulation (EU) No 2019/942 of the European Parliament and of the Council of 05 June 2019 (recast).

- Takes, under certain conditions, binding individual decisions on terms and conditions for access and operational security for cross-border infrastructure, on cross-border cost allocation for Projects of Common Interest and on terms and conditions or methodologies for the implementation of network codes,
- Gives advice on broader energy related issues to the European institutions,
- Monitors the internal markets in electricity and natural gas and reports on its findings,
- Monitors trading in wholesale energy products to detect and deter market abuse and ensure the integrity and transparency of EU wholesale energy markets in accordance with REMIT i.e., Regulation (EU) 2024/1106 of the European Parliament and of the Council of 11 April 2024 amending Regulations (EU) No 1227/2011 and (EU) 2019/942 as regards improving the Union's protection against market manipulation on the wholesale energy market.

### 1.2. ACER's evolving role

ACER has been confronted with an expanding number and array of tasks in recent years. Our role as a collaborative agency within the framework of the EU's NRAs remains at the heart of our mission, complimented by a range of tasks that span various aspects of the EU energy system, encompassing monitoring of energy flows, wider system needs, and so much more.

ACER is currently at a critical point, playing a key role in advancing EU energy market integration and bolstering market integrity and transparency; efforts that strike us as more crucial than ever. Our goal is to contribute with our capacities, insights, and creativity as an EU energy regulatory agency to a transition of the energy system that is affordable, secure, and decarbonised – a transition that takes place at the pace set by leaders across the EU.

ACER has been entrusted with additional responsibilities under the "Clean Energy for all Europeans" legislative package as well as the recently adopted legislative packages focusing on Gas Decarbonisation, REMIT reform, and Electricity Market Design, aiming to bring transformative changes and further evolving the European energy landscape.

### 1.3. Who we are

ACER currently employs around 200 staff (statutory and non-statutory) and has an approved annual budget of € 48,925,538 in 2026. With the new responsibilities being assigned to its mandate, the Agency anticipates significant growth in the forthcoming years both in terms of financial and human resources.

The current ACER organigram is available on our website.

ACER offers a dynamic and motivating workplace, where diversity is celebrated and where people's commitment and achievements contribute to build the organisation. We strive towards becoming an engaging workplace and commit to continuously invest in learning and development opportunities and to focus on staff well-being and work-life balance.

We invest heavily in the professional development of staff, prioritise personal relations and support an active constructive feedback culture.

We believe in fostering an environment built on mutual trust, empowerment of staff, personal responsibility, psychological safety, and teamwork at all levels.

We are committed to supporting training, professional, and personal development, including via professional coaching offers, not just for our staff in general but also specifically for our middle managers.

## 2. WHAT WE LOOK FOR

### 2.1. The position

We are seeking **candidates for the position of Head of Department in the Strategy, Delivery and Communications Department**.

We value individuals who demonstrate passion, interest, curiosity and investment in people management as well as strong devotion to continuous professional development. Key attributes that we look for include a focus on nurturing and developing the team, collaborating across the organisation, and proactively addressing inefficiencies. Our ideal candidate combines management skills, in-depth knowledge of ACERs field of activity, experience of interacting with political stakeholders at EU level with the ability to interact with various teams inside ACER.

The Heads of Department in ACER provide leadership to their team. In addition to driving and further developing operational excellence within the department, the Heads of Department are also responsible for nurturing leadership talent, promoting expertise and supporting training and development of its staff. Furthermore, they play a pivotal role in nurturing a cohesive work culture in our growing Agency, giving significant attention to cross-organisational processes.

The successful candidate will steer the Strategy, Delivery and Communications Department so as to:

- Support the Director in setting strategic priorities for the work of the Agency.
- Ensure that all aspects of the work of the Agency fit within its overall strategy and political prerogatives.
- Ensure that legal constraints are adequately reflected in the decision-making of the Agency from the start.
- Lead and coordinate the outreach of the Agency towards EU institutions and policy-makers relevant for its activities (e.g. by providing input into ongoing legislative files relevant for the agencies activities).
- Ensure smooth working relations of the Agency with national regulatory authorities.
- Implement new tasks and mandates coming to ACER.
- Ensure that the Agency communicates about its activities in the most impactful manner.

The successful candidate will also lead the Agency's Brussels liaison office.

## 3. WHAT WE OFFER

### 3.1. What you can expect in the role

- A strongly committed and dedicated team by your side.
- To develop, and to be challenged, in your role as a manager and cross-organisational leader.
- To be a part of a cohesive senior management team, with close peer-to-peer relations internally, offering a blend of constructive challenges and support, ultimately contributing to your professional growth and the collective betterment of the organisation.
- Significant external collaboration with the European Commission, the European Parliament, the Council, other EU agencies like ESMA, the EEA and others etc.
- A truly central role in collaborating strongly with our 'NRA family', whether in the relevant ACER working groups or committees, the ACER Board of Regulators, regionally, bilaterally or elsewhere.

- Ample opportunity to represent the Agency to the outside world.

### 3.2. Work-life balance

At ACER, we are committed to providing a healthy work-life balance, by offering the possibility of hybrid working arrangements that allow you to balance your professional and personal life effectively. With flexible working hours, you can tailor your schedule to suit your preferences, making it easier to manage your commitments both in and outside of work. We believe that a harmonious work-life balance is essential for everyone's well-being and productivity.

### 3.3. Conditions of employment

Pursuant to Article 2(f) of the CEOS, the successful candidate will be appointed by the Director as a Temporary Staff in Grade AD 12 for a period of 5 years, which may be renewed.

**Pay and welfare benefits:** The pay of staff members consists of a basic salary, allowances and other benefits. Depending on the individual family situation and the place of origin, the successful jobholder may be entitled to expatriation allowance (16% of the basic salary), household allowance, dependent child allowance, education allowance, pre-school allowance, reimbursement of removal costs, daily subsistence allowance, installation allowance and other benefits. Salaries are exempted from national tax; a Union tax is paid at source.

**Additional benefits:**

- Annual leave entitlement of two days per calendar month plus additional days for age, grade, 2,5 days' home leave if applicable, and in addition up to 19 ACER holidays per year,
- EU Pension Scheme (after 10 years of service),
- EU Joint Sickness and Insurance Scheme (JSIS), accident and occupational disease coverage, unemployment and invalidity allowance and insurance.

Estimation of monthly basic salary, with specific allowances where applicable:

| **AD12 Step 1[2] [3]** | | |
|---|---|---|
| Minimum final net salary (without any allowances) | Final net salary with expatriation allowance only | Final net salary with expatriation, household and 1 dependent child allowance |
| 9,961.57 EUR | 12,396.38 EUR | 14,114.97 EUR |

## 4. REQUIREMENTS

### 4.1. Eligibility criteria

Candidates will be considered eligible for the selection phase based on the following formal criteria to be fulfilled by the deadline for applications:

1. To have a level of education which corresponds to completed university studies of at least four (4) years, attested by a diploma, OR

[2] An estimation of net salary, including the deduction for tax and social security. This estimation includes also the monthly management allowance, to which the staff member is eligible after the successful completion of the 9-month management probation period.

Please note that allowances depend in any case on the personal situation of the candidate.

[3] These amounts do not yet include the expected +3,1% annual update of remuneration of EU officials as announced by Eurostat.

To have a level of education which corresponds to completed university studies of at least three (3) years attested by a diploma and professional experience of at least one (1) year,

*(Only study titles that have been awarded in the EU Member States or Norway, Iceland and Liechtenstein or that are subject to the equivalence certificates issued by the authorities in the said Member States shall be taken into consideration.)*

2. By the closing date for applications candidates must, after obtaining the qualifications mentioned in point 4.1.1, have acquired at least fifteen (15) years of appropriate professional experience[4],
3. To have a thorough knowledge of one of the official languages of the European Union[5] or Norway, Iceland and Liechtenstein and satisfactory knowledge of a second of these languages (level B2 of CEFR[6]) to the extent necessary to perform their duties,
4. To be a national of a Member State of the European Union, Norway, Iceland or Lichtenstein,
5. To be entitled to their full rights as a citizen,
6. To have fulfilled any obligations imposed by the applicable laws concerning military service,
7. To be physically fit to perform the duties linked to the post[7].

### 4.2. Selection criteria

The following criteria will be assessed as part of the selection process:

**Essential**

1. Management competence
   a. Professional experience in leading and coordinating teams for at least 5 years.
   b. Professional experience in organising multinational and multidisciplinary teams, including as regards work allocation, prioritisation and recruitment.
2. Technical competence
   a. Out of the fifteen years of experience (required under 4.1.2 above), at least 5 years in the field of energy.
   b. Proven expertise in EU energy policy and regulation and more specifically the application of EU energy market rules.
3. Communication skills and interinstitutional competence
   a. Professional experience in cooperating and engaging with EU Institutions in the field of energy.
   b. Professional experience in cooperating and engaging with energy stakeholders at multiple levels, including European, regional, national and/or local.

[4] Professional experience is considered only from the time the candidate obtained the diploma required for being eligible. At a later stage, the candidate will be asked to provide supporting documents confirming the length and the level of his/her professional experience.

[5] 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, Slovene, Spanish, and Swedish.

[6] Language levels of the Common European Framework of Reference: http://europass.cedefop.europa.eu/resources/european-language-levels-cefr

[7] Before the appointment, a successful candidate shall be medically examined by one of the institutions' medical officers as per the requirement of article 28(e) of the Staff Regulations of the Officials of the European Union.

c. Excellent English language skills[8].

**Advantageous**

4. Relevant work experience from a European or comparable multinational institution in the field of energy, ideally having worked within such institutions, alternatively having worked extensively with representatives of such institutions.
5. Relevant work experience in regulatory bodies in the field of energy, ideally gained by working in such a regulatory body directly, alternatively having worked extensively with representatives of the energy regulatory community.
6. Experience of steering and contributing to policy projects and developments in the field of EU energy policy.
7. Professional experience covering different areas of ACERs activities (including electricity markets, gas markets, energy system needs and REMIT)
8. Proven ability to carry out functions in different organisational environments in the field of energy.
9. A legal background and experience in applying EU energy market legislation.

**Candidates are invited to explain in their application form in which positions they acquired their knowledge and professional experience in the specified areas.**

## 5. SELECTION AND APPOINTMENT

The present selection procedure will lead to the establishment of a reserve list.

The Selection procedure will be implemented in several steps. An indicative timing of each step is also included[9]:

### SCREENING AND SHORTLISTING (December 2027)

A Selection Committee will evaluate all the valid applications against the eligibility and the selection criteria. The group of the highest scoring applicants, meeting all the eligibility criteria and best matching the selection criteria, hereinafter referred to as “Candidates”, shall be invited to the next stage. The Selection Committee aims to invite a minimum number of six (6) candidates.

### ASSESSMENT CENTRE AND ORAL INTERVIEW (January 2027)

The next stage of the selection procedure shall comprise:

- an oral interview with the Selection Committee, and
- an Assessment Centre, carried out by an external provider[10].

Overall, the interviews and tests will also address the following aspects:

- specific competencies and knowledge of languages with reference to the selection criteria of the present selection notice,

[8] Communication, level of English and other skills (competencies) will be assessed during the interviews.
[9] The timeline is indicative and may be adjusted in case of unforeseen circumstances that may affect the process.
[10] The assessment centre shall evaluate the applicants' potential and shall provide an in-depth analysis of managerial skills, adaptability and other core competencies. It shall comprise individual and/or group exercises as well as in-depth interviews focused on engagement skills. The result of the assessment centre shall be taken into consideration by the Director

- general aptitudes to the extent necessary for the performance of the duties in accordance with article 12.2.e of the Conditions of Employment of Other Servants (CEOS).

**ESTABLISHMENT OF RESERVE LIST (February 2027)**

All candidates achieving the overall qualifying mark of a minimum of 70%, taking into account all selection criteria and relevant competences under 4.2 above, will be placed on the reserve list. The scores assigned for each criterion/competence will be established taking into account all aspects of the procedure (including the information provided in the application form and the applicants performance in the oral interview). The reserve list will be valid until 31/12/2027. Its validity may be extended by decision of the Director. All candidates will be informed about the outcome of the procedure.

Before recruiting a candidate for the position, the Director may interview the candidate(s) included in the reserve list.

Recruitment will be subject to budgetary availability and assignment of posts by the Budgetary Authority.

ACER is committed to securing a more representative gender balance across its management team. Hence, the Director will accord significance to achieving a gender-balanced management team as one of the outcomes of the current opening. As such, in case of two or more candidates with broadly equal merit, the Director may give precedence to a female candidate. When selecting candidates from the reserve list, the Director will also consider the outcome of the Assessment Centre.

## 6. EQUAL OPPORTUNITIES

The Agency applies an equal opportunities policy and accepts and treats applications without distinction on grounds of sex, race, colour, ethnic or social origin, genetic features, language, religion, political or any other opinion, membership of a national minority, property, birth, disability, age or sexual orientation.

The Agency is fully committed to the provision of equality of opportunity for all its employees through its employment practices, policies and procedures. ACER undertakes to provide a working environment that is sensitive to differences in racial or ethnic origin, religion or belief, disability, age, sexual orientation and gender.

To this purpose, ACER applies a policy of equal opportunities and takes great care to avoid any form of discrimination in its selection and recruitment procedure: the Agency ensures that no employees nor job applicants is treated inequitably due to gender, marital or parental status, age, sexual orientation, disability, ethnicity, colour, citizenship/nationality or religious belief.

The Agency's premises are set to accommodate needs of persons with disabilities: ACER constantly makes sure to arrange what candidates, visitors and staff consider necessary to enable them to take part in the activities of the Agency.

The Agency offers a complete set of family support measures, from parental and family leaves to kindergarten and school support, better to foster the performance of duties for colleagues with caring responsibilities.

Work opportunities at ACER are open to nationals of the 27 European Union Member States. Currently the Agency employs staff from 26 different nationalities.

## 7. DATA PROTECTION

The purpose of processing the data that candidates submit is to manage their application(s) in view of possible (pre)selection and recruitment at the Agency. Personal data is processed by and accessible to authorised Agency's personnel. In some cases, an external expert, equally bound by the same data protection principles, may assist the Agency in the selection of candidates.

The Agency adheres to and is regulated by Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC.

The Agency is supervised by EDPS (http://www.edps.europa.eu). For any further enquiries, candidates may contact the Data Protection Officer at DPO@acer.europa.eu. Candidates are invited to consult the privacy statement, which explains how the Agency processes personal data in relation to recruitment and selections, available on the Agency website.

## 8. HOW TO APPLY?

We accept applications only through our online tool (no registration is needed, only a valid e-mail address). The candidates must complete all required sections of the application and upload their CV (in English). We do not accept applications submitted by e-mail, mail or any other means.

Please ensure that you thoroughly verify your eligibility criteria prior to submitting your application. Only eligible candidates (see eligibility criteria, under heading 4 of the selection notice) will be assessed by the Selection Committee. Only complete applications registered via our online tool within the deadline will be considered.

Qualifications, skills and competences will be evaluated against the criteria and competencies, as outlined in the selection notice. Supporting documentation - such as certified copies of degrees, references, or proof of experience - should not be included with the initial application but may be requested later in the process.

All communications to candidates concerning this selection will be in English. Under no circumstances should candidates approach the Selection Committee, the Director or members of Senior Management directly or indirectly, concerning this recruitment. ACER reserves the right to disqualify any candidate who disregards this instruction.

If at any stage in the procedure it is established that any of the information a candidate provided is incorrect, the candidate in question will be disqualified.

For more information on the selection procedure, please consult ACER's website.

## 9. APPEALS

Pursuant to Article 90(2) of the Staff Regulations of Officials and the Conditions of Employment of Other Servants, a candidate may submit a complaint against an act affecting him/her adversely. The complaint must be lodged within three months from the date of notification to the following address:

Human Resources Management

European Union Agency for the Cooperation of Energy Regulators (ACER)

Trg Republike 3

1000 Ljubljana – Slovenia

Should the complaint be rejected, pursuant to Article 270 of the Treaty on the Functioning of the European Union and Article 91 of the Staff Regulations of Officials and the Conditions of Employment of Other Servants, a candidate may request judicial review of the act. The appeal must be lodged within three months from the date of notification to the following address:

Registry

The General Court

Rue du Fort Niedergrünewald

L-2925 Luxembourg

Luxembourg

Any citizen of the European Union or any natural or legal person residing in a Member State may make a complaint about maladministration pursuant to Article 228(1) of the Treaty on the Functioning of the European Union. The complaint must be lodged within two years of becoming aware of the facts on which the complaint is based on, to the following address:

The European Ombudsman

1, Avenue du President Robert Schuman - BP 403

F-67001 Strasbourg Cedex

France

Please note that complaints to the European Ombudsman do not have the effect of suspending the period mentioned in Articles 90 and 91 of the Staff Regulations of Officials and Conditions of Employment of Other Servants for lodging complaints or submitting an appeal pursuant to Article 270 of the Treaty on the Functioning of the European Union. Please note also that under Article 2(4) of the General conditions governing the performance of the Ombudsman's duties, any complaint lodged with the European Ombudsman must be preceded by the appropriate administrative approaches to the institutions and bodies concerned.