

NOTIFICATION OF A CIVILIAN PERSONNEL REQUIREMENT
AT JOINT LOGISTICS SUPPORT GROUP HEADQUARTERS BRUNSSUM

Our Requirement:

Title: Staff Officer (Strategic Management & Business Continuity)

Grade: 15

Duty Location: Brunssum, The Netherlands

Requirement filling date: as soon as possible

Closing date for applications: 5 April 2026

Our organisation

The Joint Logistics Support Group Headquarters (JLSG HQ) Brunssum (JLSGBS) commands and controls assigned logistic, engineer and medical units for the execution of Joint Task Forces (JTFs) operational level plans.

The Command Group (CG) provides general staff support, coordination, management, direction, guidance and leadership to the JLSG HQ staff.

The Office of Chief of Staff (COS) is responsible for the oversight and management of all JLSG HQ activity in support of operational and framework roles and tasks.

The Office of the COS supports the COS in all his functions, co-ordinates and implements COS decisions and policy. It ensures that all issues are properly tasked, tracked and submitted in a timely fashion.

The incumbent is responsible for Strategic Management and Business Continuity planning for the JLSG HQ in support of the assigned mission.

The incumbent is responsible for managing (BC) projects as well as planning processes and oversees the Strategic Management (prioritization of strategic objectives by analyzing risks and issues). The incumbent also plans and assesses the controls of internal processes and activities for the COS, related to Strategic Management and Business Continuity.

The main duties of

Staff Officer (Strategic Management & Business Continuity) are to:

Strategic Management:

- Responsible for the design, development and implementation of the Strategic Management Plan and Objectives within JLSGBS (i.a. internal performance measurement, risks and issues management; preparation of Allied Command Operations (ACO) Management Board), in line with the JLSGBS long-term goals.
- Collaborating with the JLSGBS Command Group and Branch Heads (BHs) to create a long-term strategy.
- Brief Commander (COM), COS and the BHs periodically (internal Management Boards) and as required with routine and bespoke reports on organization, performance, analysis results and recommendations that require a board decision.
- Oversees the effort and progress against milestones and events plotted along the strategic focus continuum to achieve the desired effects and measures the effectiveness of the implemented strategies and making necessary adjustments.

- Support JLSGBS CG in its functions of monitoring JLSGBS operating performance, decision making and risk assessment.
- Advise and assist with the analysis of critical core vigilance activities outputs.
- Liaise with the ACO Strategic Management Team to ensure coherence with the development of Strategic Objectives and the ACO Strategic Management Plan.
- Support the implementation of ACO Strategic Management Plan (participation to ACO Management Board and represent JLSGBS in ACO Strategic Management Working Group (SMWG).
- Assist ACO Coordinator Strategic Policy, Management & Planning in determining critical outputs, services and support function.

Business Continuity:

- Developing and implementing business continuity plans and strategies to ensure business operations can continue in the event of a crisis.
- Conducting risk assessments (RA) to identify potential threats and vulnerabilities to business operations.
- Working with BHs and stakeholders to define or update critical business functions and determine appropriate recovery strategies.
- Organizing and leading business continuity exercises and drills to test the effectiveness of plans and identify areas for improvement.
- Maintaining awareness of global events and changing circumstances that could impact business operations.
- Train staff and management on their roles and responsibilities in relation to the Business Continuity Plans (BCP).
- Providing regular reports to senior management on the status of business continuity initiatives and potential risks.
- Keeping abreast of developments in business continuity standards, regulations, and best practices.
- Ensure dissemination of BC knowledge and awareness amongst JLSGBS Staff in order to create a BC culture.
- Coordinate with Joint Force Commands and/or Supreme Headquarters Allied Powers Europe (SHAPE) BC Program Managers for adequate BC planning and exercise process.

- The employee may be required to perform a similar range of duties elsewhere within the organization at the same grade without there being any change to the contract

The incumbent may be required to undertake deployments in support of military operations and exercises, and/or TDY assignments, both within and without NATO boundaries. Such operational deployment may exceed 30 days duration up to 183 days in any period of 547 days and may be on short notice. For NATO International Civilian staff, acceptance of an employment contract linked to this post constitutes agreement to deploy in excess of 30 days if required.

Required Qualifications are:

- English – good – NATO Standard Language Proficiency 3333 (Listening, Speaking, Reading and Writing) in accordance with NATO standard agreement (STANAG) 6001.
NOTE: The work both oral and written in this post and in this Headquarters as a whole is conducted mainly in English.
- University Degree or equivalent in relevant field / discipline (equivalent is Higher Secondary Education AND completed advanced vocational training in relevant field leading to a professional certification or accreditation).
- Minimum 3 years' professional experience in roles such as Strategic Analyst, Business Analyst or Project Manager.
- Experience advising senior leadership on a variety of issues pertaining to organizational performance, strategic management and planning.
- Certifications in strategic management, project management (e.g. Prince-2)
- Minimum 3 years' professional experience in risk management, business continuity planning, disaster recovery, or related field.
- Certifications in business continuity (e.g. CBCI, CBCP, MBCI, MBCP).
- Proven knowledge of risk management and business continuity standards (e.g. ISO 22301, ISO 31000, MIL STD 882E).
- Experience using off-the-shelf analytical tools and software (e.g. Power-BI).

Desirable Qualifications are:

- Experience in managing command level programs, with regard to drafting, implementing and coordination of operational planning activities with impact to BC planning.
- Knowledge of NATO exercise planning, control and execution.

The successful candidate possesses following personal attributes:

- ✓ Excellent communication skills, both oral and written - able to communicate at all levels;
- ✓ Very good interpersonal skills including tact and diplomacy;
- ✓ Ability to collaborate and work with different stakeholders;
- ✓ Strong analytical, problem-solving, and decision-making skills;
- ✓ Tact and good judgement skills.

The successful selected candidate must be able to obtain and maintain a security clearance and is required to pass a medical examination before an employment contract offer will be released. The medical examination will take place with our medical consultant, is required to determine if the recommended candidate is fit to perform the duties and is deployable to NATO's areas of operation.

Due date for receipt of applications: Sunday 5 April 2026. 23:59

Candidates have to apply electronically in NATO Talent Acquisition Program:

<https://nato.taleo.net/careersection/2/jobsearch.ftl?lang=en>

IMPORTANT:

Please be aware that a Selection Board will only assess the information provided in the job submission form including the answers to the pre-screening questions and description of your work experiences. Your answers must be comprehensive and stand alone; do not rely on attached documents for essential information (*Attachments are supporting documents and should not be referred to in the job submission*). For example, if a pre-selection question asks you to justify how you meet the minimum experience requirement, you must explicitly detail in the answer box *how* your experience directly aligns with, or exceeds, the stated requirement. Simply stating you meet the requirement is insufficient; provide concrete examples and quantifiable details. These experiences should also be included in the description of your work experiences.

Only candidates meeting ALL essential required qualifications will be considered and be assessed in competition with other candidates. Results are expected to be communicated by end of April 2026; Test & Interviews will be end of May / early June 2026 and will be organised in Brunssum, The Netherlands.