



SUPREME HEADQUARTERS ALLIED POWERS EUROPE

TALEO Job Number: 260619

Vacancy Number: G168/24

Post Number: OSC PTEX 0021

Job Title: Staff Officer (Evaluations)

NATO Grade: A2/G15

Basic Monthly Salary (12 x per year): €6713.06, tax free

Closing Date: 30 April 2026

Join the dynamic team at **Supreme Headquarters Allied Powers Europe (SHAPE)** and contribute directly to strengthening NATO's operational readiness and strategic effectiveness. In this role within the Evaluation Inspectorate, you will help shape and implement evaluation and certification programmes that ensure NATO headquarters and forces are fully prepared to meet the full spectrum of Alliance missions. Working in a multinational environment, you will collaborate with senior stakeholders, support joint exercises and evaluations, and play a key role in advancing the standards and capabilities of NATO forces. This position offers a unique opportunity to influence strategic readiness, contribute to innovative evaluation frameworks, and support the mission of the Alliance in maintaining collective security.

1. Post Context/Post Summary

Supreme Headquarters Allied Powers Europe (SHAPE) provides an integrated Strategic Effects framework, employing a multi-domain and multi-region focus to create a 360-degree approach, with the flexibility to enable, upon direction, a seamless transition from Baseline Activities and Current Operations (BACO) up to the Maximum Level of Effort (MLE). SHAPE supports SACEUR in fulfilling his terms of reference, as directed by the North Atlantic Council.

The Plans Directorate (PLANS) directs, monitors, assesses and coordinates long-term strategic planning, as well as policy matters, readiness, education, training, exercise, evaluation, NATO Defence Planning Process and the development of NATO forces and force capabilities functions.

The J7 Division sets the requirements for the preparation, collective training and exercising, and evaluation of command-and-control entities assigned to NATO, to meet the full spectrum of current and future Alliance Operations and Missions.

Evaluation Inspectorate Branch provides evaluation direction and programmes in line with ACO Force Standards.

The Evaluation Inspectorate (EVN) is the authority providing evaluation and certification policy and programmes against ACO Force Standards (AFS), including coordination and support of the newly established STRATEGIC EVALUATION (STRATEVAL) and all arising Evaluation tasks related to NATO Force Model (NFM), ensuring that NCS/NFS HQs and forces are respectively prepared and certified by management and conduct of structured evaluations.

2. Principal Duties

The incumbent's duties are:

- Execute Evaluation related tasks as prioritized and allocated by the Inspectorate Head.
- Provide priorities, general guidance, and advice within his section. Ensure that superior command guidance and priorities are understood and equally enacted.

Principle tasks may include:

- Develop, manage, coordinate and deputize the specific Evaluation/Certification programmes.
- Participate in relevant evaluation/Certification and Specific Exercise Preparation conferences.
- Support Allied JHQ and HQ ACT with continuity and standardization expertise of DF Joint Forces and HQs preparation and ARF Certification.
- Support OSE products and implement operational intent and requirements of the COM Allied JHQ.
- Support and deputize the conduct of NATO Joint evaluations and other required evaluation activities. Deputize and evaluate the implementation of Joint Operations related doctrine, policy and procedures.
- Deputize and observe single service evaluations as well as national evaluations.
- Deputize JOINTEVAL OPR, if required.
- Assure that evaluation section maintains full Subject Matter Expertise and awareness of Functional Area developments.
- Support development and maintenance of evaluation manuals.
- Providing feedback on delivered products and services to help with Quality Assurance.

3. Special Requirements and Additional Duties

The employee may be required to perform a similar range of duties elsewhere within the organisation 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 up to 180 days. 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 risk of injury is categorised as No risk / risk might increase when deployed.

4. Essential Qualifications

a. Professional/Experience

Minimum 2 years of proven experience in the below:

- Proven experience applying educational assessment, testing, and measurement methodologies to organisational or operational evaluation, preferably in defence, military, or multinational environments.
- Practical experience working within joint operations environments involving multiple services (land, air, maritime) and multinational partners.
- Demonstrated involvement in planning, preparation, and execution of strategic or operational exercises and evaluations.
- Experience supporting readiness validation, certification processes, or force preparation frameworks (e.g., NATO Force Model or similar readiness systems)
- Experience collaborating with senior headquarters, agencies, and external organisations in complex institutional environments.
- Demonstrated experience evaluating or implementing operational doctrine, policies, and procedures in a defence or security context.
- Experience contributing to development, maintenance, or standardisation of manuals, frameworks, or operational guidelines.

b. Education/Training

University Degree and 2 years function related experience, or Higher Secondary education and completed advanced vocational training leading to a professional qualification or professional accreditation with 4 years post related experience.

In case of ambiguity the required job specific experience have priority over the standard education and training levels and experience described here.

c. Language

English - SLP 3232- (Listening, Speaking, Reading and Writing)

NOTE: The work both oral and written in this post and in this Headquarters as a whole is conducted mainly in English.

5. Desirable Qualifications

a. Professional Experience

Experience of working within Joint / multinational military environments at operational to strategic level

Assessing and evaluating quality of education and training

b. Education/Training

- Course: ETE-CT-21180 - NATO Exercise Planning Course (EPC)

6. Attributes/Competencies

- **Personal Attributes:** Tact, judgment, adaptability, coupled with motivational and listening skills. A sense of diplomacy and propriety in order to work harmoniously with colleagues and other staff, both civilian and military.
- Able to work effectively and creatively.
- Willingness to adapt to new and evolving processes and organizational structures.
- Initiative and an ability to work independently and with the stakeholder community.
- **Professional Contacts:** The incumbent will be required to develop a staff level network across NATO stakeholders.
- **Contribution To Objectives:** The incumbent will contribute directly to achieve the NATO Force Model objective of increasing the NATO MTEP and evaluating a broader range of ARF C2 force elements.

REMARKS:

Duration of contract: Serving staff members will be offered a contract according to the NATO Civilian Personnel Regulations (NCPR). Newly recruited staff will be offered a definite duration contract of three years normally followed by an indefinite duration contract.

The salary will be the basic entry-level monthly salary defined by the NATO Grade of the post, which may be augmented by allowances based on the selected staff member's eligibility, and which is subject to the withholding of approximately 20% for pension and medical insurance contributions.

NATO is committed to diversity and inclusion, and strives to provide equal access to employment, advancement, and retention, independent of gender, age, nationality, ethnic origin, religion or belief, cultural background, sexual orientation, and disability. NATO welcomes applications of nationals from all member Nations.

Building integrity is a key element of NATO's core tasks. As an employer, NATO values commitment to the principles of integrity, transparency, and accountability in accordance with international norms and practices established for the defence and related security sector. Selected candidates are expected to be role models of integrity, and to promote good governance through ongoing efforts in their work.

Applicants who prove to be competent for the post but who are not successful in this competition may be offered an appointment in another post of a similar nature, which might become vacant in the near future, albeit at the same or lower grade, provided they meet the necessary requirements.

We believe that all people are capable of great things. Because of this, we encourage you to apply even if you do not meet all of the criteria listed within this job description.

HOW TO APPLY FOR A NATO CIVILIAN POST AT SHAPE:

Applications are to be submitted using NATO Talent Acquisition Platform (NTAP) (<https://nato.taleo.net/careersection/2/jobsearch.ftl?lang-en>). Applications submitted by other means (e.g. mail, e-mail, fax, etc) are not accepted.

More information to be found on these links:

6 Tips for Applying to NATO Application Process

Shortlisted candidates will be requested to provide original documentary evidence and a set of copies supporting statements in their applications. Appointment is subject to obtaining a NS security clearance and a medical certificate.

Remarks:

- a) Only nationals from the 32 NATO member states can apply for vacancies at SHAPE.
- b) Applications are automatically acknowledged within one working day after submission. In the absence of an acknowledgement please make sure the submission process is completed, or, re-submit the application.
- c) Qualified redundant staff of the same grade interested in this post should inform this office, via their HR/Personnel Office by not later than vacancy's closing date.
- d) NATO will not accept any phase of the recruitment and selection prepared, in whole or in part, by means of generative artificial-intelligence (AI) tools, including and without limitation to chatbots, such as Chat Generative Pre-trained Transformer (Chat GPT), or other language generating tools. NATO reserves the right to screen applications to identify the use of such tools. All applications prepared, in whole or in part, by means of such generative or creative AI applications may be rejected without further consideration at NATO's sole discretion, and NATO reserves the right to take further steps in such cases as appropriate