**Vacancy Announcement**

Senior non-key expert (SNKE) for Improving Quality of Social Services, Supporting Independent Living in the Community and Strengthening Capacities of Social Service Providers is expected to define measures and activities for advancing quality of social services, supporting independent living in the community and strengthening capacities of social service providers, required by EU funded project **“Improving and strengthening efficiency of national social protection regulatory mechanisms, policy implementation tools, quality assurance framework and strengthening capacities to participate in ESF”** (NEAR/BEG/2022/EA-RP/0065).

1. **Project background**

The project **“Improving and strengthening efficiency of national social protection regulatory mechanisms, policy implementation tools, quality assurance framework and strengthening capacities to participate in ESF**” is funded by the European Union under IPA II for the year 2020. The project is managed by the Ministry of Finance, Department for Contracting and Financing of EU funded Programme. The main project beneficiaries are the Ministry of Labour, Employment, Veteran and Social Affairs and National Employment Service.

The **overall objective** of the project is **to improve effectiveness of social inclusion policies to foster equal opportunities and active participation of women and men from the most vulnerable and marginalised groups.**

The **specific objective** is to **modernise social protection system to enhance non-institutional care and timely access to quality and sustainable, community-based social services for the most disadvantaged women and men, boys and girls.**

**The expected outputs to be achieved are:**

* **Output 1:** Capacity of the Ministry and Province Secretariat responsible for social protection as well as the Republic and Province Institute for Social Protection for evidence-based policy making strengthened, with the specific focus on gender responsiveness, implementation, monitoring, and evaluation of the social protection policy with the emphasis on CBSSs.
* **Output 2:** Active inclusion programmes and policies, focusing on FSA beneficiaries, developed and improved, based on EU standards and good EU practices and in line with EU Pillar of Social Rights.
* **Output 3:** Strengthening capacities of social protection system for the deinstitutionalization process.
* **Output 4:** Improving quality of social services supporting independent living in the community and strengthening capacities of social services providers.
* **Output 5:** Preparation for participation in the European Social Fund+.

1. **Objectives of assignment**

The SNKE will provide support to Output 4 **“Improving quality of social services supporting independent living in the community and strengthening capacities of social services providers”** within which, the following outputs are to be achieved**:**

**Output 4.1** Revising and improving the existing standards and proposing new CBSS and services.

**Output 4.2** Improving capacities of relevant stakeholders to meet and implement newly proposed CBSS services and standards.

**Output 4.3** Support development of the Foster Care for Adults and Elderly Service, as well Respite Service for Adults and Elderly.

The SNKE expert will provide support to the following project activities (with reference to the project Terms of Reference):

**Activity 4.1.1 Analysis for Improving CBSS Standards, in line with the needs and the Voluntary European Quality Framework for Social Services, prepared.**

**Activity 4.1.2 Draft operational procedures and other relevant legal documents (such as rulebooks) for the introduction of new services and standards, prepared.**

**Activity 4.2.1 At least 5 inter-municipal trainings throughout Serbia for social service providers LSGs, CSWs, etc. on newly proposed CBSS services and standards, organized.**

**Activity 4.2.2 Relevant information-package materials for dissemination of knowledge on newly proposed CBSS services and standards prepared and disseminated.**

**Activity 4.3.1 The Analysis of the Implementation Practices and Costing Scheme of the Foster Care for Adults and Elderly Service, including suggested standards of the service, prepared.**

**Activity 4.3.2 The Analysis of the Implementation Practices and Costing Scheme of the Foster Care for Adults and Elderly Service, presented.**

**Activity 4.3.3 The campaign for the promotion of the Foster Care for Adults and Elderly Service, conducted.**

**Activity 4.3.4 At least 3 workshops for the interested new providers of the Foster Care for Adults and Elderly Service, organized.**

**Specific tasks:**

The SNKE will support the project team in:

* Provision of support, together with the Team Leader and Key Expert 2, to MoLEVSA and SCTM in implementation of the Activity 4.2. of the Annual Action Program for the Republic of Serbia for the year 2020 – Part I, i.e. selecting LSG which will be supported through SCTM grant scheme for deinstitutionalization (through one determined part on deinstitutionalization).
* Design and implementation of national and local campaigns aiming to increase social awareness on deinstitutionalization and community-based social services.
* Conducting the analysis of Improving CBSS Standards, in line with the needs and the Voluntary European Quality Framework for Social Services.
* Organization and implementation of at least 5 inter-municipal trainings throughout Serbia for social service providers, representatives of LSGs and CSWs, etc. on newly proposed CBSS services and standards.
* Creation of relevant information-package materials for dissemination of knowledge on newly proposed CBSS services and standards.
* Design and implementation of a campaign for the promotion of the Foster Care for Adults and Elderly Service.
* Development of agenda and materials and implement at least 3 workshops for the interested new providers of the Foster Care for Adults and Elderly Service.
* Provision support to MoLEVSA and SCTM in implementation of the Activity 4.2. of the Annual Action Program for the Republic of Serbia for year 2020 - Part I – in particular in regards to the development of the missing services for beneficiaries leaving institutional protection, in close collaboration with stakeholders.

**Expected output/deliverable:**

Under the supervision of the project Team Leader, the expert is expected to contribute for producing the following outputs/deliverables:

* Report on provided expert support to MoLEVSA in regards to the implementation of the Annual Action Program for the Republic of Serbia.
* Created materials and review of activities undertaken in regards to implementation of national and local campaigns aiming to increase social awareness on deinstitutionalization.
* Analysis for Improving CBSS Standards, in line with the needs and the Voluntary European Quality Framework for Social Services.
* Developed agenda and materials for inter-municipal trainings on newly proposed CBSS services and standards.
* Report on implementation of 5 inter-municipal trainings on newly proposed CBSS services and standards throughout Serbia, directed towards social service providers and representatives of CSWs and LSGs.
* Developed relevant information package materials for dissemination of knowledge on newly proposed CBSS and standards.
* Created materials and review of activities undertaken in regards to the implementation of the campaign for the promotion of the Foster Care for Adults and Elderly Service was designed and implemented.
* Developed agenda and materials for workshops for the interested new providers of the Foster Care for Adults and Elderly Service.
* Report on the implementation of at least 3 workshops for the interested new providers of the Foster Care for Adults and Elderly Service.
* Report on provided expert support to MoLEVSA in regards to the implementation of the Annual Action Program for the Republic of Serbia.

1. **Expert profile**

Qualifications and skills:

* University-level degree in social work, political science, social sciences or similar fields; PhD or Master’s Degree in the relevant area will be considered an asset
* Fluency in English written and spoken.
* Fluency in Serbian written and spoken will be considered an asset.
* Computer literacy (command of Microsoft Office (Word, Excel, PowerPoint, etc.) and the Internet).
* Excellent communication, representation and reporting skills.
* Analytical experience and skills.
* Ability to work in a team.

General professional experience:

* Minimum 7, preferably 10 years of professional experience in the field of CBSS and project implementation.
* At least 7 years of experience in management of social protection services in centres for social work, or service provider in the community or in residential institution for people with intellectual and mental disabilities and elderly people.

Specific professional experience:

* At least 1 project or 5 years of professional experience in the deinstitutionalization process and development of the community-based social services;
* At least 7 years of experience in creating and implementing training and capacity building programmes in the field of social protection;
* Provable knowledge/participation in research, studies, writing papers on the needs of persons with disabilities and their families, persons deprived of legal abilities, elderly, and access to human rights for vulnerable groups;
* Experience in at least 1 EU funded project in regards to creation of promotion/information/visibility materials in the process of deinstitutionalization;
* Experience in at least 1 EU funded project in regards to creation and implementation of the campaign for the promotion of the CBSS.

1. **Location and timing**

The assignment shall be implemented mainly in Belgrade, in the period from **December 2023 – May 2026,** including, up to 100 working days. The number of days is subject to extension as needed.

In case of activity requiring travel and/or stay outside Belgrade, costs of travel, accommodations and meals will be covered by the project.

1. **Reporting**

The expert will deliver monthly reports in the English language on last workday of the month she/he worked, with attached all written deliverables and submitted to the Team Leader. The report will be attached to the expert’s draft timesheet.

1. **Application**

Application letter and EU format CV, both in English, must be submitted by e-mail to [okv@niras.com](mailto:okv@niras.com) and [msc@niras.com](mailto:msc@niras.com) no **later than 19.12.2023** titled: “Application for the position – SNKE for Improving Quality of Social Services, Supporting Independent Living in the Community and Strengthening Capacities of Social Service Providers”.

References must be available on request.

Only short-listed candidates will be contacted.

The Project is an equal opportunity employer, in respect of the principles of good governance, sustainable development and gender equality.

* All applications will be considered strictly confidential.
* Advertised posts are not available to civil servants or other officials of the public administration in the beneficiary country, Serbia.