**Vacancy Announcement**

Junior non-key expert (JNKE) for Community-based Social Services (CBSS) and Monitoring of CBSS is expected to support with strengthening of the capacities of the Ministry of Labour, Employment, Veteran and Social Affairs (MoLEVSA), Republic and Province Institute for Social Protection in evidence-based policy making, with the specific focus on gender responsiveness, implementation, monitoring, and evaluation of the social protection policy with the emphasis on CBSS, 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 deinstitutionalisation 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 JNKE will provide support to 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”** within which, the following outputs are to be achieved**:**

Output 1.1: Capacities of the Beneficiary Institution and other beneficiaries on the EU monitoring framework in the area of social protection improved.

Output 1.2: Technical capacities of MoLEVSA, RISP, PSSW and PISP for more effective monitoring in the area of CBSS improved.

Output 1.3: Existing financial mechanisms of the MoLEVSA for supporting CBSS development improved and strengthened.

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

**Activity 1.1.1 At least 5 trainings on EU monitoring framework in the area of social protection organized for relevant stakeholders, including the training on good practices in selected EU MS on implementation of needs assessments for CBSS, conducted.**

**Activity 1.1.2 Proposal of indicators relevant for annual monitoring and reporting in area of social protection developed, conducted.**

**Activity 1.2.1 The Analysis of Functionality and Usage of the Existing Monitoring and Reporting Tools on CBSS (focusing on existing database or module within the RISP), with options for redesign and upgrade, prepared.**

**Activity 1.2.2 Draft Instrument for Needs Assessment on the CBSS Development, prepared.**

**Specific tasks:**

The JNKE will support the project team and specifically the Senior non-key expert (SNKE) for CBSS and Monitoring of CBSS in:

* Design and delivery of at least 5 trainings on EU monitoring framework in the area of social protection organized for MoLEVSA, Provincial secretariat for social welfare (PSSW), Republic Institute for Social Protection (RISP) and Provincial Institute for Social Protection (PISP), as well as other relevant stakeholders, such as LSGs, on the two EU sets of data in the social welfare – Mutual Information System on Social Protection (MISSOC) and European System of integrated Social Protection Statistics (ESSPROS) as well as social scoreboard indicators of the European Pillar for Social Rights (EPSR).
* Design and delivery of a training on the good practices in the selected EU Members States on implementing needs assessments for CBSS, based on which institutions can secure funding.
* Systematization and development of Proposal of Indicators Relevant for Annual Monitoring and Reporting in the Area of Social Protection, including on the CBSS.
* Provision of Analysis of Functionality and Usage of the Existing Monitoring and Reporting Tools on CBSS.
* Formulation of the Draft Instrument for Needs Assessment on the CBSS Development.

**Expected output/deliverable:**

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

* Developed curriculum, agenda and materials for 5 trainings on EU monitoring framework in the area of social protection organized for MoLEVSA, PSSW, RISP and PISP, as well as other relevant stakeholders, such as LSGs, on the two EU sets of data in the social welfare – MISSOC and ESSPROS as well as social scoreboard indicators of the European Pillar for Social Rights EPSR.
* Report on implementation for each of the 5 trainings on EU monitoring framework in the area of social protection organized for MoLEVSA, PSSW, RISP and PISP, as well as other relevant stakeholders, such as LSGs, on the two EU sets of data in the social welfare – MISSOC and ESSPROS as well as social scoreboard indicators of the European Pillar for Social Rights EPSR.
* Developed curriculum, agenda and materials for training on the good practices in the selected EU members states on implementing needs assessments for CBSS, based on which institutions can secure funding.
* Report on training on the good practices in the selected EU members states on implementing needs assessments for CBSS, based on which institutions can secure funding.
* Draft proposal of Indicators Relevant for Annual Monitoring and Reporting in the Area of Social Protection, including on the CBSS.
* Draft analysis of Functionality and Usage of the Existing Monitoring and Reporting Tools on CBSS.
* Draft Instrument for Needs Assessment on the CBSS Development.

1. **Expert profile**

Qualifications and skills:

* University-level degree in social science, political science, or similar fields; 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 5 years of professional experience CBSS and/or monitoring of CBSS.
* At least 2 years of professional experience in project implementation.

Specific professional experience:

* Minimum 1 project or 5 years of professional experience in the development of the community-based social services; Experience in at least 1 EU-funded project related to CBSS will be considered an asset.
* Minimum 1 project or 3 years of professional experience in activities related to monitoring of CBSS.
* Minimum 1 project or 3 years of professional experience in implementing activities in regards to advancement of service provision for persons belonging to vulnerable groups.
* Proven experience/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.

1. **Location and timing**

The assignment shall be implemented mainly in Belgrade, in the period from **December 2023 – May 2026,** including, up to 88 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 – JNKE for CBSS and Monitoring of CBSS”.

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.