**Vacancy Announcement No.13**

**Senior non-key expert** (SNKE) for providing of on-the-job support towards enhancing the capacity of the MoLEVSA and NES to meet the obligations streaming from EU negotiation process, in particular Chapter 19,required by the EU funded project **“Technical Assistance on implementation, monitoring, and evaluation of employment policy at national and local level and strengthened capacities to participate in ESF”** (NEAR/BEG/2022/EA-RP/0105)

1. **Project background**

The project **“Technical Assistance on implementation, monitoring, and evaluation of employment policy at national and local level and strengthening capacities to participate in the 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 the National Employment Service.

The **overall objective** of the project is **to enhance employment and employability of the labour force focusing on youth, persons with disabilities, long-term unemployed and women.**

The **specific objectives** (Outcomes) of this contract are as follows:

* To support the MoLEVSA, NES and LSGs[[1]](#footnote-1) in improving effectiveness of ALMPs through improved design and analytical base for their implementation **(Outcome 1)**
* To build capacities of the relevant actors in the field of employment (MoLEVSA, NES, LSGs and other actors) to better perform their tasks related to implementation, monitoring and evaluation of ALMPs[[2]](#footnote-2) **(Outcome 2)**
* To ensure that Serbian institutions and other relevant actors are supported to meet the requirements of cohesion policy and participation in the European Social Fund **(Outcome 3)**
* To support piloting of Youth Guarantee Programme **(Outcome 4)**

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## The expected outputs to be achieved are:

* *Output 1*: Analytical base for the designing and implementation of more effective ALMPs enhanced - to Outcome 1
* *Output 2:* Capacity for design, implementation, monitoring and evaluation of active labour market policy enhanced - to Outcome 2
* *Output 3:* Serbian institutions and other relevant actors in the field of employment are prepared to meet the requirements of cohesion policy and participate in the European Social Fund - to Outcome 3
* *Output 4:* Framework for piloting a Youth Guarantee Programme established - to Outcome 4
1. **Objectives of assignment**

The SNKE will provide support to Component 3 “To ensure that Serbian institutions and other relevant actors in the field of employment are prepared to meet the requirements of cohesion policy and participate in the European Social Fund (ESF +)” within which, the following outputs are to be achieved**:**

**Output 3** Serbian institutions and other relevant actors in the field of employment are prepared to meet the requirements of cohesion policy and participate in the European Social Fund (ESF[[3]](#footnote-3)+)

**Output 3.2** On-the-job support to MoLEVSA and NES to meet the obligations streaming from EU negotiation process provided.

The SNKE expert will provide support to the following project activity under the Component 3 (with reference to the project Terms of Reference):

**Activity 3.2.1 - Enhance capacity of the MoLEVSA and NES to meet the obligations streaming from EU negotiation process, in particular Chapter 19 through provision of on-the-job support**

**Specific tasks:**

* Identifying the needs of the MoLEVSA and NES to meet the obligations streaming from EU negotiation process including support for preparation and supply of background analyses required by the Core Negotiation Team, Negotiating Groups and the Ministry of European Integration, as well as to reporting on the progress in the field of employment policy.
* Capacity building of MoLEVSA and NES: i) activities related to the capacity building shall be prepared and delivered in line with the actual needs of the MoLEVSA and NES, as well in line with the plan of preparation of background analysis and inputs into reporting on the progress in the field of employment policy; ii) on-the job training to be ensured and, when necessary, adjusted to the actual needs and availability of the both beneficiaries, i.e. MoLEVSA and NES.

When working on the tasks, the SNKE take into account the EC document: Serbia 2023 Report – Chapters 19.

**Expected outputs/deliverables:**

Under the supervision of the project Team Leader the expert is expected to produce the following deliverables:

**Activity 3.2.1**

* Report on the provision of the capacity building support to MoLEVSA and NES to meetthe obligations streaming from EU negotiation process, in particular Chapter 19

The timeframe set in the project work plan for the related activities must be observed in providing this support.

1. **Expert profile**

Qualifications and skills:

* University degree academic level in the field of Economy, Social sciences or other related subjects.
* Good command of English written and spoken.
* Computer literacy (command of Microsoft Office (Word, Excel, PowerPoint, etc.) and the Internet).
* Excellent communication and presentation skills.
* Analytical experience and skills.
* Excellent reporting skills.
* Ability to work in a team.

General professional experience

* Minimum 7 years of general postgraduate professional experience in the field of employment and/or social policy.

Specific professional experience

* 5 years of postgraduate professional experience in the employment policy/Chapter 19 (negotiation process).
* Experience in analyzing employment policies in EU countries will be considered as an asset.
* Previous experience in participation in negotiation process will be considered as an asset.
1. **Location and timing**

The assignment shall be implemented in Belgrade, Serbia, in the period from April 2024 to October 2024 including, up to 15 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 projekti.medjunarodna@minrzs.gov.rs , evukcevic@archidata.it and Lpavlovova@yahoo.com no **later than 12.2.2024** titled: **“Application** **for providing of on-the-job support towards enhancing the capacity of the MoLEVSA and NES to meet the obligations streaming from EU negotiation process, in particular Chapter 19”.**

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.
1. MoLEVSA – Ministry of Labour, Employment, Veteran and Social Affairs

NES – National Employment Service

LSGs- local self-governments [↑](#footnote-ref-1)
2. ALMPs – active labour market policies [↑](#footnote-ref-2)
3. ESF+ - European Social Fund Plus [↑](#footnote-ref-3)