**Vacancy Announcement**

Junior non-key expert for Active Inclusion Policies 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 Junior non-key expert for Active Inclusion Policies will provide support to **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”** within which, the following outputs are to be achieved**:**

Output 2.1: Active inclusion programmes and policies reviewed, based on the EU standards and good practices.

Output 2.2: Piloting the active inclusion programme of the FSA beneficiaries.

Output 2.3: Proposal on the improvement of active inclusion programmes and policies prepared and promoted.

The Junior non-key expert for Active Inclusion Policies will provide support to the following project activities (with reference to the project Terms of Reference):

**Activity 2.1.1 Analysis of educational structure and qualifications of FSA beneficiaries with work capacity, conducted**

**Activity 2.1.2 2 regional peer-reviews in Serbia on integrative services and individual activation plans (prepared by CSWs and NES), organized**

**Activity 2.1.3 Proposal on the Harmonization of the approach between Action Plans, developed by the two systems (employment and social welfare), drafted**

**Activity 2.1.4 Draft Proposal on active inclusion programmes and policies, focusing on FSA beneficiaries, based on EU standards and best practices and in-line with EU Pillar of Social Rights, prepared**

**Activity 2.2.1 Piloted the Proposal on the Harmonization of the Approach on a selected group of FSA beneficiaries, based on the proposed procedures between NES and CSW, in at least 3 LSGs covering at least 100 beneficiaries in total**

**Activity 2.2.2 Policy Concept with the findings of the Piloting Programme, with recommendations for reforms in the active inclusion area, prepared**

**Activity 2.2.3 Presentation for the relevant stakeholders on the Piloting Programme findings, organized**

**Activity 2.3.1 Final Proposal on active inclusion programmes and policies, focusing on FSA beneficiaries, based on EU standards and best practices and in-line with EU Pillar of Social Rights, prepared**

**Activity 2.3.2 Workshop to promote the Proposal on active inclusion programmes and policies aimed for the relevant stakeholders at the national and local level (MoLEVSA, PSSW, RISP, PISP, CSWs, NES, LSGs, education and health institutions), organized**

**Specific tasks:**

The Junior non-key expert for Active Inclusion Policies will support the project team and specifically the Senior non-key expert for Active Inclusion Policies in:

* Conducting the Analysis of educational structure and qualifications of FSA beneficiaries with work capacity;
* Desing and organization of the 2 regional peer-reviews on integrative services and individual activation plans;
* Elaboration and piloting of the proposal on the harmonization of the approaches between Action Plans;
* Drafting the Proposal on active inclusion programmes and policies, focusing on FSA beneficiaries;
* Preparation of the Policy Concept with the findings of the Piloting Programme, with recommendations for reforms in the active inclusion area;
* Organization of the presentation for the relevant stakeholders on the Piloting Programme findings;
* Preparation of the final Proposal on active inclusion programmes and policies, focusing on FSA beneficiaries;
* Design and implementation of the workshop to promote the Proposal on active inclusion programmes and policies aimed for the relevant stakeholders at the national and local level.

**Expected output/deliverable:**

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

* Analysis of educational structure and qualifications of FSA beneficiaries with work capacity;
* Program and agenda of the 2 regional peer-reviews on integrative services and individual activation plans;
* Proposal on the harmonization of the approaches between Action Plans and report on piloting;
* Proposal on active inclusion programs and policies, focusing on FSA beneficiaries;
* Policy Concept with the findings of the Piloting Programme, with recommendations for reforms in the active inclusion area;
* Presentation on the Piloting Programme findings;
* Final Proposal on active inclusion programmes and policies, focusing on FSA beneficiaries;
* Program and agenda of the workshop to promote the Proposal on active inclusion programmes and policies.
1. **Expert profile**

Qualifications and skills:

* University degree in political science, law, social sciences, or another relevant field.
* Serbian as native language.
* Fluency in spoken and written English.
* Strong writing and analytical skills.
* Excellent communication, representation and reporting skills.
* Computer literacy (command of Microsoft Office (Word, Excel, PowerPoint, etc.) and the Internet).
* Ability to work in a team.

General professional experience:

* Minimum 5 years of general professional experience, preferably in the field of social policy, research, policy drafting, and/or employment.

Specific professional experience:

* Professional experience in implementing active employment measures of at least 2 years (or one project).
* Professional experience in conducting research in the field of social welfare and drafting of field-specific policy recommendations.
1. **Location and timing**

The assignment shall be implemented mainly in Belgrade, in the period from **September 2025 – May 2026,** including, up to 76 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: vuk@niras.com, projekti.medjunarodna@minrzs.gov.rs, **no later than 27.09.2025**, titled: „ Application for Junior non-key expert for Active Inclusion Policies”.

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.