# Terms of Reference

# Senior Non-Key Expert – Expert in capacity building of business representatives

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| **Project Overall Objective** |
| The overall objective of the project is to support the ongoing educational reform in bringing about the broad, long-term change in the political, social, economic and environmental global context which will stem from interventions as a response to the mismatch of labour supply and labour market needs.  The purpose of the project is:   * To improve the quality, relevance and accessibility of non-formal adult education in Serbia. |
| **Scope of Work and Outputs Requested** |
| Area of Expertise – The Expert in capacity building of business representatives will support the EU funded project “Increased offer and diversification of accredited non-formal training courses and adult training providers” to effectively operate its core functions in the course of project implementation. The Expert will have hands-on experience in:   * Analyzing, mapping, piloting involvement of employers accredited for dual education in NFE as PROEAEA and training for assessment in the RPL.   Areas of Responsibility- The expert will work closely with Team Leader and Key Expert 2 and Key expert 3, other experts, Project staff and other project stakeholders in order to enable the active participation of accredited employers and mentors in the dual system in the process of training adults and recognition of previously acquired knowledge and skills of adults.  The expert will work on the possibilities of expanding the existing cooperation of employers and mentors in the dual system of education (youth) to the training of adults and in the process of assessing of prior learning for adults(RPL process).  The project activities the expert will contribute:  3.4 Capacity building of economy representatives (employers) to take part in non-formal adult education and RPL process.  3.4.1 Prepare a proposal for mapping and piloting involvement of employers accredited for dual education in NFE as PROEAEA or as partners in the implementation of adult education activities;  3.4.2. Map at least 30 employers accredited for dual education and support the piloting of their involvement in NFE as PROAEA or partners in the realization of adult education activities supported;  3.4.3. Training of at least 40 economy representatives for assessment in the RPL process and their involvement in the RPL process also as a member of exam commission within a training program;  Expected results/deliverables:   * 1 proposal for mapping and piloting involvement of employers accredited for dual education in NFE as PROEAEA prepared; * Support in piloting of involvement of employers accredited for dual education in NFE as PROAEA or partners in the realisation of adult education activities provided (at least 30 accredited employers supported); * Training for economy representatives for assessment in the RPL process and their involvement in the RPL process also as a member of exam commission within a training programme delivered – at least 40 economy representatives trained. |
| **Position Requirements** |
| Qualification & Skills   * University degree with minimum 4 years of studies (i.e. Bachelor’s degree) in relevant field – natural sciences, technical sciences, social sciences, economics, management etc.; * Master degree will be considered as an advantage; * Excellent communication and reporting skills; * Fluency in written and spoken English and Serbian; * Adequate computer literacy.   General Professional Experience   * Minimum 10 years of general professional experience.   Specific Professional Experiences   * At least 5 years of specific experience in introducing or transforming partnerships between education and employers and/or cooperation with mentors in a dual system; * Practical experience in establishing social partnership in education policies; * Practical experience in active participation in national expert groups that are composed of social partners; * Practical experience in training/education of adults and/or participation in dual education; * Experience in developing educational or training programs for the needs of employers; * Experience in prior learning recognition processes; * Experience in working on EU and/or other donor funded projects will be considered as an advantage. |
| **General information** |
| ***Civil servants and other staff currently employed by public administrations of the beneficiary country are not eligible to apply as experts. Experts must be independent and free from conflicts of interest regarding the responsibilities defined by the Terms of Reference.***  *Indicative Time of Engagement:* October 2024 – May 2026  *Place of performance:* Belgrade, Republic of Serbia  *Type of engagement:* Short-term position  Cover letter and CV in the attached EU format only (available on the following link xxxxxx), both in English, must be submitted by e-mail to [**projects@kpmg.rs**](mailto:projects@kpmg.rs) no later than 22.10.2024, titled: “Application for the position – SNKE – Expert in capacity building of business representatives”. Please note that only CVs provided in this form will be considered.  References must be available on request.  Only short-listed candidates will be contacted. |