

## Expert Position Opportunity

### 1. Position:

Capacity building support – TNA expert, Junior Non-Key Expert (JNKE 1)

### 2. Project title:

“Technical assistance for establishing a regional waste management system for the city of Novi Sad and municipalities within Novi Sad region”

### 3. Project number:

NEAR/BEG/2023/EA-RP/0159

### 4. Reference documents:

- Terms of Reference of the project “Technical assistance for establishing a regional waste management system for the city of Novi Sad and municipalities within Novi Sad region”;
- Methodology of the “Technical assistance for establishing a regional waste management system for the city of Novi Sad and municipalities within Novi Sad region”;
- EU Report for Serbia 2023;
- The Regional Waste Management Plan for the City of Novi Sad and Municipalities Bačka Palanka, Bački Petrovac, Beočin, Žabalj, Srbobran, Temerin and Vrbas for the Period 2019-2028;
- Feasibility Study for for the City of Novi Sad and Municipalities Bačka Palanka, Bački Petrovac, Beočin, Žabalj, Srbobran, Temerin and Vrbas for the purpose of establishing Regional Waste Mangement System;
- Serbia Waste Prevention Country Profile 2021;
- Waste Management program of the Republic of Serbia for the Period 2022-2031
- Other relevant documents.

### 5. Starting date of the assignment:

July 2024

### 6. Duration of the assignment:

July 2024 – April 2027 (120 working days)

### 7. Project Objectives (relevant for the position):

**The overall objective** of the project is to contribute to a better environmental status and life quality of citizens by strengthening capacities for implementation of waste management systems in line with the national requirements and EU environmental acquis.

The expected outputs of this contract related to the referenced position are as follows:

**Outcome 1.** To support the startup of newly established regional public company and building their capacities and capacities of the MoEP and provincial authorities to ensure quality realisation of investments and sustainable functioning of the regional waste management system.

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**Outcome 2.** Strengthened capacities and capabilities of the City of Novi Sad and municipalities that belong to the waste management region Novi Sad and their PUCs to ensure quality realisation of investments and to establish and manage an appropriate system for regional waste management.

### 8. Requirements:

Qualification & Skills	<ul style="list-style-type: none"> <li>• University bachelor's degree in Social, Organizational science or a related field;</li> <li>• Fluent in English and Serbian, both written and spoken;</li> <li>• Full computer literacy (proficiency with the Microsoft Office suite)</li> <li>• Excellent reporting skills;</li> <li>• Ability to work effectively in a team</li> </ul>
General professional experience	A minimum of 5 (five) years of experience in the environmental protection or organizational field.
Specific professional experience	<p>Minimum of 3 (three) years of experience in the environmental protection and waste management field, including:</p> <ul style="list-style-type: none"> <li>• Proven experience in experience in environmental protection, organizational management, or related fields, including involvement in training needs assessment.</li> <li>• Basic understanding of training needs assessment methodologies and program development concepts.</li> <li>• Demonstrated organizational skills, with the ability to manage multiple tasks and deadlines effectively.</li> <li>• Clear and effective communication skills, including the ability to articulate ideas and concepts clearly both orally and in writing.</li> </ul>

### 9. Assignment objective(s):

The expert will work closely with the Project Team and other Project Team Experts, beneficiaries, End Recipient, and stakeholders to ensure the implementation of the activities of the Components 1 and Component 2 and related Outcomes, on his/her area of expertise. The JNKE will provide support in implementing the following activities under Outcome 1 and Outcome 2:

**Activity 1.4.** Conducting TNA for strengthen the capacities of relevant staff from MoEP and Province of Vojvodina, as well as RWMC staff for the period during construction of infrastructure as well as for management of RWMC;

**Activity 1.5.** Preparation of short-term and long-term Training Program for staff from MoEP and Province of Vojvodina, as well as RWMC staff and delivery of short-term Training Program during this contract;

**Activity 2.1.** Strengthening the capacity of the PUCs in municipalities that belongs to waste management region Novi Sad;

**Activity 2.2.** Supporting municipalities regarding delivering of effective and efficient management, inspection, enforcement and supervision of the implementation of the regional waste management system.

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## 10. Related Outputs/Deliverables:

The Expert will assist in the preparation of materials, chapters, and inputs for related documents with a focus on capacity building and training needs assesment, including:

- Proposal of a methodology for the development of Training Needs Assessment (TNA) to define processes and instruments for assessing the existing capacities of MoEP, Province of Vojvodina, RWMC, LSG units, and relevant PUCs.
- Supporting the development of a TNA Report to contribute to the identification of training modules (training programmes).
- Assisting in the development of a Training Plan for short-term Training Programs (at least 3 training modules per PUC).
- Assisting in the organization of training workshops based on the approved Training Program.

## 11. Evaluation of work:

The expert's performance will be assessed by the project TL, KE 2, Institutional and Capacity Building Expert (SNKE5) and the Beneficiary's representative.

## 12. General information

The interested candidates are invited to submit a detailed curriculum vitae using EU format template no later than **July 9, 2024**, via email to the following address [jperkovic@ext.eptisa.com](mailto:jperkovic@ext.eptisa.com). Only shortlisted candidates will be contacted.

**Note that civil servants and other staff of the public administration, of the partner country or of international/regional organizations based in the country, shall only be approved to work as experts if well justified. Experts must be independent and free from conflicts of interest regarding the responsibilities defined in this document.**

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.