**Terms of Reference No.26**

Position: **Junior non-key expert (JNKE)** for providing support for conducting an analysis of the preconditions for further decentralization of employment policy and development of innovative solutions through LEAPs[[1]](#footnote-1) and provide an overview of possible solutions 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).

The **JNKE** expert engaged in the project Component 1 “To support the MoLEVSA[[2]](#footnote-2), NES[[3]](#footnote-3) and LSGs[[4]](#footnote-4) in improving effectiveness of ALMPs[[5]](#footnote-5) through improved design and analytical base for their implementation” will provide support to the MoLEVSA and the NES.

1. **Project Background**

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” (Impact).**

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

* To support the MoLEVSA, NES and LSGs 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 **(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)**

The **JNKE** will provide support to Component 1 “To support the MoLEVSA, NES and LSGs in improving effectiveness of ALMPs through improved design and analytical base for their implementation” within which, the following outputs is to be achieved**:**

**PO 1 -** Analytical base for the design and implementation of more effective ALMPs enhanced

**PO 1.2** - Framework for designing local labour market policy enhanced

1. **Reference document**

Terms of Reference (ToR) of the Project: NEAR/BEG/2022/EA-RP/0105, “Technical Assistance on implementation, monitoring, and evaluation of employment policy at national and local level and strengthened capacities to participate in ESF”.

1. **Terms of Reference Relevance**

This mission will be carried out in the framework of the project activities as described in the ToR, Project Proposal, and the Project work plan. The assignment will contribute to the achievement of Component 1 by providing support to the TA project and specifically to the Senior Non-key expert (SNKE) for conducting an analysis of the preconditions for further decentralization of employment policy and development of innovative solutions through LEAPs[[6]](#footnote-6) and provide an overview of possible solutions.

1. **Assignment objective(s)**

The JNKE will provide support to the TA team and in particular to the SNKE to the following project activity:

**Activity 1.2.2 - Conduct an analysis of the preconditions for further decentralization of employment policy and development of innovative solutions through LEAPs and provide an overview of possible solutions.**

1. **Main tasks**

**The JNKE will provide ongoing support to and coordinate the work with the SNKE and the project TA team in execution of the following tasks:**

**Activity 1.2.2**

* Define the scope of the analysis of the preconditions for further decentralisation of employment policy
* Identify and examine examples of good practices in decentralisation of employment policy in the European Union (EU).

Focus to be put on the role of municipalities (LSGs) in the design and delivery of employment services and measures.

* Elaborate on possible solutions for further decentralisation of employment policy, and recommendation/s.

This elaboration shall take into account the re-examination of examples of good practices in EU, as well as the outcomes of the assessment of LEAPs and examination of the design and implementation of piloting local employment innovative solutions, the related public call for LSGs, as well as innovative solutions within the GIZ project “Support to the Ministry of Labour, Employment, Veterans and Social Affairs in piloting innovative employment solutions” completed in June 2023.

* Elaborate on activity Final Report after the proposed possible solutions for further decentralisation of employment policy are agreed with the beneficiaries (MoLEVSA and NES).

1. **Related Outputs/Deliverables**

**Under the supervision of the TA team and in close cooperation with the SNKE, it is expected to the following deliverables to be produced as per activity:**

**Activity 1.2.2**

* An analysis of the preconditions for further decentralization of employment policy and development of innovative solutions through LEAPs elaborated
* An overview of possible solutions prepared

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

1. **Timing and duration of mission/s**

The assignment shall be implemented in Belgrade, Serbia, in the following period:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Position | Period of engagement | No. of WDS | Activity number | % of time to be spent in Republic of Serbia |
| JNKE | October 2024 – December 2024 | Up to 15 working days | 1.2.2 | 100% |

The number of days is subject to extension as needed.

1. **Reporting**

The JNKE will deliver monthly report in the English language on last workday of the month s/he worked, with attached all written deliverables and submitted to the Team Leader and in copy to the Project Assistant. The report will be attached to the expert’s draft timesheet.

**9.** **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 5 years of general postgraduate professional experience in the field of employment and/or social policy.

*Specific professional experience*

* At least 3 years of postgraduate professional in the field of ALMPs/LEAPs
* Previous experience in similar assignment with LSGs and/or other public body/ies at national or international level will be considered as an asset.

**10. Evaluation of work**

The JNKE’s performance will be assessed by Beneficiary’s representatives, the SNKE and the project Team Leader.

**11. Applications**

Application letter and EU format CV, both in English, must be submitted by e-mail to [projekti.medjunarodna@minrzs.gov.rs](mailto:projekti.medjunarodna@minrzs.gov.rs) , [evukcevic@archidata.it](mailto:evukcevic@archidata.it) no **later than 16.9.2024.** titled: **“Application for conducting an analysis of the preconditions for further decentralization of employment policy and development of innovative solutions through LEAPs and provide an overview of possible solutions”.**

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. LEAPs – Local employment action plans [↑](#footnote-ref-1)
2. MoLEVSA – Ministry of Labour, Employment, Veteran and Social Affairs [↑](#footnote-ref-2)
3. NES – National Employment Service [↑](#footnote-ref-3)
4. LSGs – local self-governments [↑](#footnote-ref-4)
5. ALMPs – Active Labour Market Policies [↑](#footnote-ref-5)
6. LEAPs – Local employment action plans [↑](#footnote-ref-6)