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The Project is looking for a Senior Non-Key expert:

Senior Institutional and human capacity building NKE

Project Title: EU Support to Reform of Education in Serbia

Contract no: 2019/405-242

The overall objective of the project: To assist the Government of Serbia in implementing reforms in the education sector by improving the quality, equity and relevance of the education and training

Purpose of the project: Strengthening institutional and human capacities of key institutions in the education sector to manage comprehensive education reform; and timely, efficient and effective coordination and implementation of the Sector Reform Performance Contract (SRPC)

Main tasks: Senior Institutional and human capacity building expert will work closely with other relevant Senior experts and support the Team Leader in the delivery of activities and outcomes listed in the table below.

Sub activity N°	Task	Indicative input:	Expected deliverables:
1.1.1	<p><i>1.1.1.1. Conducting analyses of current institutional and strategic framework, legal documents regulating the framework of horizontal and vertical coordination in education, identification of the gaps and weaknesses of the framework and development of the analysis report</i></p> <p><i>1.1.1.2. Based on analyses - development of recommendations for improvement of intra-sectoral cooperation and coordination</i></p> <p><i>1.1.1.3. Based on analyses</i></p>	20 wd	<ul style="list-style-type: none"> ▪ Report on an analysis on the current legal, institutional and strategic framework of horizontal and vertical coordination, including findings on identified gaps and weaknesses ▪ Recommendations for improvement of intra-sectoral cooperation and coordination developed ▪ Three topics suitable for 'practising' intra-sectoral cooperation and coordination selected ▪ Consultations in relevant fora implemented and recommendations and selected topics validated



	<p><i>identification of three topics suitable for 'practising' intra-sectoral cooperation and coordination</i></p> <p><i>1.1.1.4. Implementation of consultations in relevant fora in order to discuss and validate recommendations and selected topics</i></p> <p><i>1.1.1.5. Establishment of three intra-sectoral working groups that will work on selected topics</i></p> <p><i>1.1.1.6. Together with MoESTD development of working groups cooperation rules and procedures</i></p> <p><i>1.1.1.7. Supporting work of working groups</i></p>		<ul style="list-style-type: none"> ▪ Three intra-sectoral working groups established ▪ Working groups cooperation rules and procedures developed ▪ Reports on permanent support to working groups provided by the project experts secured developed
1.1.2	<p><i>1.1.2.1. Drafting regulations to strengthen the institutional framework and the application of a sector-wide approach</i></p> <p><i>1.1.2.2. Finalizing Regulation, discussion with MoESTD on drafted regulations and obtaining MoESTD approval</i></p> <p><i>1.1.2.3. Establishment of the Intra-institutional Coordination Working group</i></p>	5 wd	<ul style="list-style-type: none"> ▪ Regulations to strengthen the institutional framework and the application of a sector-wide approach developed, discussed and approved by MoESTD
Total		25 WD	



Note:	<i>For more information see the ToR</i>
Number of required experts:	One (1) Senior Non-Key Expert
Duration of the assignment:	Up to a total of 25 working days
Period of assignment:	November 2019 until March 2020
Place of assignment:	Belgrade, Serbia
Working language:	English

Requirements for the position

Qualifications and skills:

- *A University Degree (where a university degree has been awarded on completion of three (3) years of study in a university or equivalent institution) or at least 5 years of relevant professional experience in addition to relevant General Professional Experience*
- *Proficiency in written and spoken English*
- *Have excellent oral and written communication and analytical skills*
- *Have excellent team working abilities*
- *Strong communication and presentation skills and the ability to transfer his/her knowledge effectively*
- *Knowledge of Serbian language (or other local languages- Bosnian, Croatian, Montenegrin) will be considered as an advantage*

General Professional Experience:

- *At least ten (10) years, preferable twelve (12) of proven professional experience in public sector management.*

Specific Professional Experience:

- *Minimum five (5), preferably seven (7) years of experience in any of the following fields:*
 - *Experience in institutional strengthening and capacity building activities*
 - *Human resources management (e.g. conducting job analysis, analysis of staff overloading, planning personnel needs, etc.)*
- *Conducting at least one institutional and workload analysis of public administration structures will be considered an advantage*
- *Experience in EU projects will be considered an advantage*



**REdiS
2030**

EU support to Reform of Education in Serbia
Podrška EU reformi obrazovanja u Srbiji



Capacity building of relevant institutions under the Sector Reform contract for Education
Reform in Serbia – strengthening links with employment and social inclusion

Further requirements:

The selected expert is not a Civil Servant or other staff of the public administration of the beneficiary country.

The deadline for application is:

8 November 2019, 17:00

Only short-listed applicants will be contacted.

Please submit the application: CV (EU format), relevant diplomas and employment certificates by email to: ekin.or@weglobal.org and snezana.pavlovic@weglobal.org

All applications will be considered strictly confidential.

For more information, please contact: snezana.pavlovic@weglobal.org