



**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

## **ADVERTISEMENT**

**The Project is looking for a Junior Non-Key expert:**

***Non-Key Junior Expert on Visibility and Event Management***

**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:**

NKE Junior Visibility and Event Management Expert will work closely with the Project team and support the Project Key Expert 3 in the following tasks:

- Relevant part of the Situation analysis of existing communication environment
- Development of relevant part of the Communication strategic framework on education reforms and SRPC and related Action Plans
- Implementation of Communication strategic framework and campaigns
- Organisation of events, such as workshops, conferences, round tables, training and briefing sessions, closing event
- Coordinating design and production of info and promotional material
- Monitoring visibility and public awareness activities
- Participating in delivery of trainings to beneficiaries in awareness and communications activities, and communication tools and techniques
- Contacts with local and national media.

### **Results to be achieved:**

- Relevant part of the Situation Analysis on existing communication environment and current beneficiaries' practices developed
- Relevant part of the Communication strategic framework on education reforms and SRPC and related Action Plans developed
- Events, such as workshops, conferences, round tables, training and briefing sessions, closing event etc. organised and reports prepared
- Tracking system to monitor public awareness and support
- Trainings to beneficiaries in awareness and communications activities and communication tools and techniques delivered.



<b>Note:</b>	<i>For more information see the ToR</i>
<b>Number of required experts:</b>	One (1) Junior Non-Key Expert
<b>Duration of the assignment:</b>	Up to a total of 100 working days
<b>Period of assignment:</b>	July 2019 until February 2022
<b>Place of assignment:</b>	Belgrade, Serbia
<b>Working language:</b>	English

### **Requirements for the position**

<b>Junior Experts</b>
<p><u>Qualifications and skills:</u></p> <ul style="list-style-type: none"> <li>• <i>A University Degree (where a university degree has been awarded on completion of three years of study in a university or equivalent institution) in social sciences; political sciences; journalism; public relations; languages etc. or at least 5 years of professional experience in addition to General Professional Experience</i></li> <li>• <i>Proficiency in written and spoken English</i></li> <li>• <i>Have excellent oral and written communication and analytical skills</i></li> <li>• <i>Have excellent team working abilities</i></li> <li>• <i>Knowledge of Serbian language (or other local languages- Bosnian, Croatian, Montenegrin) will be considered as an advantage</i></li> </ul>
<p><u>General Professional Experience:</u></p> <ul style="list-style-type: none"> <li>• <i>At least five (5) years, preferable seven (7) of proven professional experience in visibility, awareness raising, and / or public relations.</i></li> </ul>
<p><u>Specific Professional Experience:</u></p> <ul style="list-style-type: none"> <li>• <b><i>Minimum three (3), preferably five (5) years of experience in one of the following fields:</i></b> <ul style="list-style-type: none"> <li>- <i>Organisation of a variety of events, such as workshops, conferences, round tables, training sessions, opening/closing events, etc.)</i></li> <li>- <i>Coordinating design and production of info and promotional material</i></li> <li>- <i>Designing and/or implementation of public awareness campaigns</i></li> <li>- <i>Experience in working with media</i></li> </ul> </li> <li>• <i>Experience in an EU funded project and familiarity with visibility requirements of the European Union will be considered an advantage</i></li> <li>• <i>Experience in the Human Resources and Social Development (HRSD) sector, and more specifically in education will be considered an advantage.</i></li> </ul>



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***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:***

**25 July 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: [iril.ipek@weglobal.org](mailto:iril.ipek@weglobal.org) and [snezana.pavlovic@weglobal.org](mailto:snezana.pavlovic@weglobal.org)

All applications will be considered strictly confidential.

For more information, please contact: [snezana.pavlovic@weglobal.org](mailto:snezana.pavlovic@weglobal.org)