



Republic of Serbia  
Ministry of Education

This project is funded by  
the European Union



## Support to Education Policy

Contract no: 2024/458-683

### ADVERTISEMENT

#### Senior Non-Key Expert on Education strategy and policy

#### **Background:**

**Project Title:** Support to Education Policy

**Contract no:** 2024/458-683

**Main beneficiary:** Ministry of Education (MoE)

#### **The overall objective of the project:**

The overall objective (Impact) to which this action contributes is bringing about the broad, long-term change in the political, social, economic and environmental context by assisting the Government of Serbia to implement reforms in the field of education as foreseen in the national strategic documents and international commitments.

#### **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)

#### **The specific objective of the project:**

The specific objective (Outcome) of this contract is to strengthen institutional and human capacities in the education sector to manage and coordinate a timely, efficient and effective implementation of sector policies (Education reform).

#### **Main tasks and duties:**

The Junior Non-Key Expert will work closely with the Project team and support the Team Leader in delivering the activities and outcomes listed in the table below.

| Activity | Sub-Activity | Indicative tasks  | Indicative input: | Expected deliverables:   |
|----------|--------------|---|-------------------|--|
| 1.2.1.   | /            | <ul style="list-style-type: none"> <li>Regular consultative meetings with MoE and Working group representatives regarding coordination and implementation of the SEDS 2030 and monitoring and reporting (methodology, dynamics etc.)</li> </ul> | 25 WDs            | Report on expert support provided for the Education Development Strategy |



|        |   |  |        |  |
|--------|---|--|--------|--|
|        |   | <ul style="list-style-type: none"> <li>• Review of relevant documentation</li> <li>• Provision of support to MoE and WG related to expert and analytical expertise</li> <li>• Drafting report on the expert support provided</li> </ul>  |        |  |
| 1.2.2. | / | <ul style="list-style-type: none"> <li>• Consultative meeting(s) with MoE, WG representatives and other stakeholders</li> <li>• Preparation of reporting methodology in close cooperation with MoE and WG</li> <li>• Provision of support to MoE and WG related to expert and analytical expertise</li> <li>• Preparation of draft reports and incorporation of the MoE and WG's feedback in final versions</li> </ul>   | 30 WDs | Draft 2024 annual report on the SEDS 2030 Action Plan implementation<br>Draft 2025 annual report on the SEDS 2030 Action Plan implementation<br>Draft 2026 annual report on the SEDS 2030 Action Plan implementation |
| 1.2.3. | / | <ul style="list-style-type: none"> <li>• Consultative meetings with MoE and other stakeholders to agree on the approach in line with legal requirements in providing support to carry out an ex-ante analysis</li> <li>• Provision of support to MoE in collecting and analysing data for ex-ante analyses</li> <li>• Preparation of draft ex-ante analyses and incorporation of the feedback in final versions</li> <li>• Developing the position paper and incorporating of the feedback in the final version</li> </ul> | 10 WDs | Ex-ante analysis<br>Position paper for the development of the new Action Plan  |
| 1.2.4. | / | <ul style="list-style-type: none"> <li>• Consultative meeting(s) with MoE and other stakeholders on the consultative process</li> </ul>  | 30 WDs | Draft Action Plan 2027-2030  |



|              |   |   |               |   |
|--------------|---|---|---------------|---|
|              |   | <p>to be undertaken and supported by the project</p> <ul style="list-style-type: none"> <li>• Support MoE in gathering and systematising inputs for the 2027-2030 Action Plan</li> <li>• Support MoE in drafting AP 2027-2030</li> </ul>  |               |   |
| 1.3.1.       | / | <ul style="list-style-type: none"> <li>• Consultative meetings with MoE and other stakeholders to assess the current monitoring and reporting system</li> <li>• Review of relevant reports and other documents</li> <li>• Drafting proposal on communication channels map</li> <li>• Presentation of the proposal and incorporation of feedback in the final version</li> </ul>   | 10 WDs        | Proposal on communication channels map proposed to MoE                      |
| 1.3.2.       | / | <ul style="list-style-type: none"> <li>• Consultative meetings with MoE on policy dialogue</li> <li>• Review of relevant materials</li> <li>• Provision of expertise to MoE in promoting transparency and accountability by assisting in planning for effective and participatory policy dialogue</li> <li>• Provision of expertise to MoE in promoting transparency and accountability by assisting in organisation of policy dialogue</li> <li>• Provision of support for high level policy meetings</li> </ul> | 35 WDs        | Three draft agendas and supporting materials for annual high-level meetings |
| <b>Total</b> |   |   | <b>140 WD</b> |   |



### **Qualifications Required:**

#### Qualifications and skills:

- A University Degree (where a university degree has been awarded on completion of three years of study in a university or equivalent institution) or at least 3 years of relevant professional experience in addition to 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 will be considered as an advantage

#### General Professional Experience:

- Six (6) years of proven professional experience in the education sector.

#### Specific Professional Experience:

*Minimum three (3), preferably five (5) years of experience in:*

- Quantitative and qualitative research (including the development of the baseline studies, evaluation of relevant policies, impact analyses, desk review, training needs analysis, etc.),
- Cooperation with line institutions (ministries, national agencies/committees) in charge of education,
- Establishment of policy dialogue between diverse stakeholders.

### **Logistics and Timing**

The activities are planned to be carried out *in the period of February 2025 until September 2027*.

The exact starting date will be agreed at a later stage, pursuant to the expert's approval by the Contracting Authority.

The number of working days foreseen for this assignment is up to **140**.

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

The deadline for application is:

**20 February 2025, 17:00**

Only short-listed applicants will be contacted.

Please submit the application: CV (EU format), relevant diplomas and employment certificates by email to: [snezana.pavlovic@weglobal.org](mailto:snezana.pavlovic@weglobal.org); [bojana.boskovic@weglobal.org](mailto:bojana.boskovic@weglobal.org)

All applications will be considered strictly confidential.



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