**Support to Education Policy**

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

**ADVERTISEMENT**

Ad no 9/ ToR 11 Junior Non-Key Expert for Inclusive education

***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, SNKE 5a, and support the Team Leader in the activities and outcomes listed in the table below.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Activity** | **Sub- Activity** | **Indicative tasks** | **Indicative input:** | **Expected deliverables:** |
| **2.6.1** | **/** | * Organisation and implementation of consultative meetings with parents of students with disabilities | 13 WDs | Contribution to the Report on consultative meetings with diverse groups of parents |
| **2.6.2** | **/** | * Assist in the preparation of information/content for the webpage, covering available support services, rights, and referral systems | 3 WD | Contribution to Webpage content |
| **2.10.13** | 2.10.13.1 | * Establish consultative group, including MoE, The office for dual education and NQFS, other institutions, representatives of associations of vulnerable groups * Conduct wide consultations with relevant organizations in order to:   + Gather available data on education pathways of children with IEP2   + Explore options for flexible education solutions * Develop recommendations for education options that ensure reaching qualification standards for students with IEP2 | 7 WDs | * Report on consultations conducted * Recommendations for education options for students with IEP2 that meet qualification standards |
| **2.10.13.** | 2.10.13.2 | * Assist to MoE and other stakeholders in promotion of Career guidance and counselling programme (e.g. prepare announcements for school staff and parents of students with disabilities) | 2 WDs | * Draft Career guidance and counselling programme |
| **2.11.3.** | 2.11.3.1. | * Assist to Establish working group including representatives of MoE, HEI and representatives of associations of students with disabilities * Gather data about types, quantity, quality, equity and effectiveness of support from HEI and students from vulnerable groups | 5 WDs | * Contribute to the Report on the current model based on the collected data and recommendations |
| **2.11.3.** | 2.11.3.2. | * Conduct consultation with key stakeholders (including representatives of vulnerable students) | 5 WDs | * Report from consultations |
| **2.11.3.** | 2.11.3.3. | * Assist in preparing guidelines for providing support, including case studies of best practices regarding students with disability | 4 WDs | * Contribution to Guidelines |
| **2.11.3.** | 2.11.3.4. | * Contribute to drafting communication content meeting the needs of diverse vulnerable and exceptional groups to be promoted and distributed | 2 WDs | * Contribution to Draft communication content |
| **2.11.3.** | 2.11.3.5. | * Assist in the preparation of a legal gap analysis * Assist in the preparation of templates and guidelines for implementing the interpreter service | 4 WDs | * Contribution to the Legal gap analysis * Contribution to the template and guidelines for interpreter service |
| **Total** |  |  | 45 WD |  |

***Qualifications Required:***

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| *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 * Higher degree (masters, etc.) will be considered an advantage * Knowledge of Serbian language (or other local languages- Bosnian, Croatian, Montenegrin) will be considered as an advantage |
| *General Professional Experience:*   * Six (6) years of proven professional experience in the education sector or other relevant field. |
| *Specific Professional Experience:*  Minimum three (3), preferably five (5) years of experience in:   * Proven experience in project management, planning, and reporting within the education sector or a related field. * Demonstrated ability to coordinate and organize consultative meetings and capacity-building events involving diverse stakeholders. * Familiarity with education policies, particularly those related to the right to education and the challenges faced by vulnerable groups, particularly persons with disabilities. * A successful track record of engaging with education stakeholders will be considered an asset. |

***Logistics and Timing***

The activities are planned to be carried out *in the period of* ***August 2025 until June 2026.***

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 **45.**

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 August 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

All applications will be considered strictly confidential.

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