

**Support to Education Policy**

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

**ADVERTISEMENT**

**Ad No17/ToR 16. Senior Non-Key Legal expert**

**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 Senior Non-Key Expert will work closely with the Project team and closely cooperate with SNKEs and JNKEs for the activities 1.1. and 2.11.3.

Activity	Sub-Activity	Indicative tasks	Indicative input:	Expected deliverables:
1.1.10		<ul style="list-style-type: none"> <li>Supporting MoE in the forming and functioning of the WG for the drafting of the rulebook</li> <li>Collecting all data and recommendations to be integrated into the rulebook</li> <li>Supporting the WG for the drafting of the rulebook</li> <li>Consultations with the MoE and finalisation of the draft</li> </ul>	5 WDs	Draft rulebook
2.11.3.	2.11.3.5	<ul style="list-style-type: none"> <li>Prepare a legal gap analysis</li> <li>Prepare draft revisions of up to 3 legislative and related regulatory acts</li> </ul>	3 WDs	<ul style="list-style-type: none"> <li>Legal gap analysis</li> <li>Draft revisions of legal acts</li> </ul>
<b>Total</b>			<b>8 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 (or other local languages- Bosnian, Croatian, Montenegrin) will be considered as an advantage

#### General Professional Experience:

- Twelve (12) years of proven professional experience in legal practice .

#### Specific Professional Experience:

- Minimum five (5), preferably seven (7) years of experience in any of the following fields:

- *Experience in conducting various legislation-related analysis, preparing internal acts, instructions, rules of procedures*
- *Experience in developing legal acts for public sector*
- *Experience in developing legal acts in the field of education will be considered an advantage*
- *Knowledge of overall Serbian education system will be considered an advantage*
- *Experience in EU and other international donor-funded projects will be considered an advantage*

### **Logistics and Timing**

The activities are planned to be carried out *in the period of October 2025 to April 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 8.

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

The deadline for application is:

**10 October 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); [jelena.jevtic@weglobal.org](mailto:jelena.jevtic@weglobal.org)

All applications will be considered strictly confidential.

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