

Support to Education Policy

Contract no: 2024/458-683

ADVERTISEMENT

Ad no 13/ ToR 13 Junior Non-Key Expert for Educational Support for Gifted Students

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, SNKEs 18a and 18b, and support the Team Leader in the activities and outcomes listed in the table below.

Activity	Sub-Activity	Indicative tasks	Indicative input:	Expected deliverables:
2.7.1	n/a	<ul style="list-style-type: none"> Participate in consultative meetings with representatives of MoE and other partners as per MoE's suggestion Collect materials of all relevant initiatives so far taken and assisting in the analysis Assisting in the finalisation of the report based on MoE's feedback 	8 wd	<ul style="list-style-type: none"> Inputs to the Report that summarises existing initiatives with recommendations
2.7.3	n/a	<ul style="list-style-type: none"> Organise consultative meetings regarding collection and preparation of the best practice examples in order to improve the existing Guidelines Assisting in the preparation of the best practices to amend the Guidelines 	4 wd	<ul style="list-style-type: none"> Inputs to the best practices as amendment to the guidebooks
2.7.4		<ul style="list-style-type: none"> Participate in consultative meetings with MoE on the training and participants Organizing the training of trainers Supporting preparation of TOT materials and ToT delivery Drafting report on ToT 	10 wd	<ul style="list-style-type: none"> Report on the delivered training
Total			22 WD	

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:

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

Specific Professional Experience:

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

- Coordination and implementation of consultative and capacity building events with teachers and other education stakeholders
- Hands on experience in developing and drafting manuals, guidebooks and guidelines
 - Demonstrated experience connected to the identification and education of students with exceptional abilities will be considered a strong advantage
 - Thorough knowledge of the education system and education policies in Serbia will be considered an advantage

Logistics and Timing

The activities are planned to be carried out *in the period of November 2025 until July 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 22.

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

The deadline for application is:

1 December 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; jelena.jevtic@weglobal.org

All applications will be considered strictly confidential.

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