**Vacancy Announcement No.14**

**Senior non-key expert (SNKE) for providing expertise and targeted support towards increasing the knowledge of BIs[[1]](#footnote-1) on ESF[[2]](#footnote-2)+ including institutional mechanisms and management systems** required by the EU funded project **“Technical Assistance on implementation, monitoring, and evaluation of employment policy at national and local level and strengthened capacities to participate in ESF”** (NEAR/BEG/2022/EA-RP/0105)

1. **Project background**

The project **“Technical Assistance on implementation, monitoring, and evaluation of employment policy at national and local level and strengthening capacities to participate in the ESF**” is funded by the European Union under IPA II for the year 2020. The project is managed by the Ministry of Finance, Department for Contracting and Financing of EU funded Programme. The main project beneficiaries are the Ministry of Labour, Employment, Veteran and Social Affairs and National Employment Service.

The **overall objective** of the project is **to enhance employment and employability of the labour force focusing on youth, persons with disabilities, long-term unemployed and women.**

The **specific objectives** (Outcomes) of this contract are as follows:

* To support the MoLEVSA, NES and LSGs[[3]](#footnote-3) in improving effectiveness of ALMPs through improved design and analytical base for their implementation **(Outcome 1)**
* To build capacities of the relevant actors in the field of employment (MoLEVSA, NES, LSGs and other actors) to better perform their tasks related to implementation, monitoring and evaluation of ALMPs[[4]](#footnote-4) **(Outcome 2)**
* To ensure that Serbian institutions and other relevant actors are supported to meet the requirements of cohesion policy and participation in the European Social Fund **(Outcome 3)**
* To support piloting of Youth Guarantee Programme **(Outcome 4)**

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## The expected outputs to be achieved are:

* *Output 1*: Analytical base for the designing and implementation of more effective ALMPs enhanced - to Outcome 1
* *Output 2:* Capacity for design, implementation, monitoring and evaluation of active labour market policy enhanced - to Outcome 2
* *Output 3:* Serbian institutions and other relevant actors in the field of employment are prepared to meet the requirements of cohesion policy and participate in the European Social Fund - to Outcome 3
* *Output 4:* Framework for piloting a Youth Guarantee Programme established - to Outcome 4
1. **Objectives of assignment**

The SNKE will provide support to Component 3 “To ensure that Serbian institutions and other relevant actors in the field of employment are prepared to meet the requirements of cohesion policy and participate in the European Social Fund (ESF +)” within which, the following outputs are to be achieved**:**

**Output 3** Serbian institutions and other relevant actors in the field of employment are prepared to meet the requirements of cohesion policy and participate in the European Social Fund (ESF +)

**Output 3.3** Knowledge of BIs on ESF increased

The SNKE expert will provide support to the following project activity under the Component 3 (with reference to the project Terms of Reference):

**Activity 3.3.1 - Increase knowledge of BIs on ESF + including institutional mechanisms and management systems**

**Specific tasks:**

* Identifying training needs regarding the knowledge on ESF+ including its institutional mechanisms and management systems: this task will include the training needs assessment on i) knowledge on the ESF+ regulation (EU) [2021/1057](https://eur-lex.europa.eu/legal-content/EN/AUTO/?uri=celex:32021R1057) of the European Parliament and of the Council of 24 June 2021 establishing the European Social Fund Plus /ESF+/; ii) knowledge on the ESF+ priority areas; iii) institutional mechanisms; iv) implementation under direct and indirect management.
* Developing Training Programme: the training programme shall be prepared in compliance with identified training needs; the following topics will be considered i) ESF+ overall objectives and specific objectives; ii) ESF+ implementation under shared or direct/indirect management; iii) ESF+ programming

In addition to the above-mentioned, the:

* common provisions on programming and resources under the shared management with focus on social inequalities and poverty, youth unemployment, capacity of social partners and civil society
* general support under shared management (social innovative actions, eligibility, monitoring, indicators and reporting, evaluation, audit)
* operating structure /bodies/authorities within the ESF+ Management and Control System in programming relevant for ESF+ , and
* EaSI programme as a strand under the [European Social Fund Plus (ESF+)](https://ec.europa.eu/social/main.jsp?catId=325&langId=en)

shall be taken into account, as well as the EC document: Serbia 2023 Report – Chapters 19 and 22.

* Delivering the Training programme
* Elaboration of the Training report with recommendations for follow-up training actions

**Expected outputs/deliverables:**

Under the supervision of the project Team Leader and in close cooperation with KE2, the expert is expected to produce the following deliverables:

**Activity 3.3.1**

* Report on training needs analysis
* Training programme and training plan
* Training materials
* Report on the ESF+ related training with recommendations for follow-up training actions
* List of participants.

The timeframe set in the project work plan for the related activities must be observed in providing this support.

1. **Expert profile**

Qualifications and skills:

* University degree academic level in the field of Economy, Social sciences or other related subjects.
* Good command of English written and spoken.
* Computer literacy (command of Microsoft Office /Word, Excel, PowerPoint, etc./ and the Internet).
* Excellent communication and presentation skills.
* Analytical experience and skills.
* Excellent reporting skills.
* Ability to work in a team.

General professional experience

* Minimum 7 years of general postgraduate professional experience in the field of employment and/or social policy.

Specific professional experience

* 5 years of postgraduate professional experience in the employment policy/ ESF management
* Experience as trainer at national and EU-level with focus on employment policy/ ESF will be considered as an asset.
* Previous experience in similar assignment in candidate countries and/or EU member states will be considered as an asset.
1. **Location and timing**

The assignment shall be implemented in Belgrade, Serbia, in the period from November 2024 to June 2025 including, up to 15 working days. The number of days is subject to extension as needed.

In case of activity requiring travel and/or stay outside Belgrade, costs of travel, accommodations and meals will be covered by the project.

1. **Reporting**

The expert will deliver monthly reports in the English language on last workday of the month she/he worked, with attached all written deliverables and submitted to the Team Leader. The report will be attached to the expert’s draft timesheet.

1. **Application**

Application letter and EU format CV, both in English, must be submitted by e-mail to projekti.medjunarodna@minrzs.gov.rs , evukcevic@archidata.it and Lpavlovova@yahoo.com no **later than 12.2.2024** titled: **“Application** **for providing expertise and support towards increasing the knowledge of BIs on ESF+ including institutional mechanisms and management systems”.**

References must be available on request.

Only short-listed candidates will be contacted.

The Project is an equal opportunity employer, in respect of the principles of good governance, sustainable development and gender equality.

* All applications will be considered strictly confidential.
* Advertised posts are not available to civil servants or other officials of the public administration in the beneficiary country, Serbia.
1. BIs – beneficiary institutions [↑](#footnote-ref-1)
2. ESK+ - European Social Fund Plus [↑](#footnote-ref-2)
3. MoLEVSA – Ministry of Labour, Employment, Veteran and Social Affairs

NES – National Employment Service

LSGs- local self-governments [↑](#footnote-ref-3)
4. ALMPs – active labour market policies [↑](#footnote-ref-4)