**Vacancy Announcement**

**Junior non-key expert** (**JNKE**)for **preparing recommendations for enhancement of monitoring and tracking system of ALMPs participants and establishment and development of Youth Guarantee (YG) monitoring framework** based on the findings of the analysis required by 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 (**MoLEVSA**) and National Employment Service (**NES**).

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[[1]](#footnote-1) 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[[2]](#footnote-2) **(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)**

## 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 **JNKE** will provide support to two project components:

**Component 1 -** To support the MoLEVSA, NES and LSGs in improving effectiveness of Active Labour Market Policies (ALMPs) through improved design and analytical base for their implementation,

**Component 4 -** To support piloting of Youth Guarantee Programme

Within these two components, the following outputs are to be achieved**:**

**Output 1 Analytical base for the design and implementation of more effective ALMPs enhanced**

**Output 1.1** Analytical framework for improving the design and implementation of new/modified ALMPs enhanced

**Output 4 Framework for piloting a Youth Guarantee (YG) Programme established**

**Output 4.5** Monitoring framework for YG established and developed

**The JNKE will provide support to the TAT and in particular to the Senior Non-key expert (SNKE) to the following project activities:**

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| --- | --- |
| **Activity 1.1.2** | Recommendations for enhancement of monitoring and tracking system of ALMPs participants prepared |
| **Activity 4.5.1** | Establishment and development of YG monitoring framework |

**Specific tasks:**

**The JNKE will support the SNKE and the project TAT in: preparation of the recommendations for enhancement of monitoring and tracking system of ALMPs participants and for the establishment and development of the YG monitoring framework. Concretely, the JNKE will support and work with the SNKE to conduct the following tasks:**

**Activity 1.1.2**

* **Reviewing the current situation**

 This task to include the following sub-tasks:

* Examine the NES procedures for implementation and monitoring of ALMPs (special attention to be paid to the performance indicators established for each measure and programme and their standardization the NES Branch offices)
* Examine the findings of the outcomes or gross effects of ALMMs
* Determine the expectations of the Beneficiaries to be met regarding the NES monitoring and tracking system.
* **Drafting recommendations for enhancement of ALMPs participants tracking system** (based on the examination of the current system for tracking the ALMPs participants and investigation on the possibility to introduce follow-up surveys)
* **Drafting recommendations for enhancement of monitoring and ALMPs participants tracking system based on elements for well-designed and well-functioning monitoring and tracking systems of Public Employment Services (PES) in the EU countries**.

The proposed recommendations for enhancement of the monitoring and tracking system shall be accompanied by the practical guidelines or instructions.

**Activity 4.5.1**

* **Direct level of monitoring of Piloting the YG delivery** (entry/in flow in YG and exit points/outflow from the YG, i.e. de-registration)
* **Follow-up monitoring: Follow-up of individuals who have exited the YG preparatory phase** (concrete information whether sustainable labour market outcomes were achieved for individuals through the YG system to be in place)
* **Develop a methodology for data collection** (data needed to compile the direct and follow-up indicators required for regular monitoring of the YG, the EMCO YG Indicators to be considered)

**Expected output/deliverable:**

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

**Activity 1.1.2**

* The NES current monitoring and tracking system of ALMPs participants reviewed
* Draft recommendations for enhancement of monitoring and ALMPs participants tracking system

**Activity 4.5.1**

* YG monitoring framework developed

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, Statistics 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 5 years of general postgraduate professional experience in the field of employment, and/or social policy related to processing labour market information, statistics and monitoring and evaluation (M&E)

*Specific professional experience*

* At least 3 years of postgraduate professional track record in data collection and processing, designing M&E systems for assessing performance of policies and programmes in the employment sector including setting indicators in line with EU standards
* Professional experience in the use of statistical software for data analysis in employment, employability and/or social inclusion will be considered as an asset.
* Previous experience in work with Public Employment Service (PES) and/or similar assignment related to M&E of ALMPs will be considered as an asset.
1. **Location and timing**

The assignment shall be implemented in Belgrade, Serbia, in the following periods:

* **Activity 1.1.2 – November 2023 – February 2024; 15 working days**
* **Activity 4.5.1 – October 2023 – December 2023; 20 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 evukcevic@archidata.it and Lpavlovova@yahoo.com no **later than 3.10.2023** titled:

**“Application for the position – JNKE for** **preparing recommendations for enhancement of monitoring and tracking system of ALMPs participants and establishment and development of YG monitoring framework**”

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. LSGs- local self-governments [↑](#footnote-ref-1)
2. ALMPs – active labour market policies [↑](#footnote-ref-2)