**Vacancy Announcement No.21**

**Junior non-key expert** (JNKE) for mapping relevant actors in other parts of Serbia apart from the 3 pilot locations (NES Branch offices in Niš, Kruševac and Sremska Mitrovica) by applying the approach utilised for the NES Branch offices, as above-mentioned, in which Youth Guarantee will be piloting, assessing their capacities and identifying areas for improvement,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 the 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[[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 the Component 2 **“**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”, within which, the following **project outputs** (PO) are to be achieved**:**

**PO 2 – Capacity for design, implementation, monitoring and evaluation of active labour market policy enhanced**

**PO 2.4 -** Capacity of other relevant actors in the field of ALMP enhanced

The JNKE expert will provide support to the following project activity under the Component 2 (with reference to the project Terms of Reference):

**Activity 2.4.1** “**Map relevant actors in the field of active labour market policy, assess their capacities and identify areas for improvement – stage 2**”

The JNKE will provide support to and coordinate the work with the SNKE and the project TA team in execution of the following specific tasks:

**Specific tasks**

**Activity 2.4.1**

The JNKE will support the SNKE and TA project team in:

* Mapping relevant actors in the field of ALMPs. This mapping is to be done for the stage 2:
* **Stage 2:** Mapping other relevant actors in other parts of Serbia.
* Assessment of the capacities of other relevant actors
* Identifying areas for improvement and capacity building
* Drafting the final mapping and assessment report

The ***2nd stage*** of mapping is planned in 2024-2025, that will cover relevant actors in other parts of Serbia, i.e. apart from the 3 pilot locations, will be applying the same approach utilised within the 1st stage of the mapping which might be modified or upgraded upon the experience gained in the 1st stage. The purpose of mapping is to understand the **resources** and **capacities** available at the local level to support the implementation of the Youth Guarantee (YG) on the territory of the Republic Serbia, based on the experience arising from the YG piloting in the three above-mentioned NES BOs.

*The mapping shall also include:*

* Mapping the provision of mentorship support and defining possible approaches to organise mentoring support for young unemployed persons who received self-employment subsidy;
* Mapping the provision of childcare services and develop an approach to organising childcare services in case of remote areas.

**Expected outputs/deliverables:**

Under the supervision of the project TA team and in close cooperation with the SNKE the expert is expected to contribute for producing the following deliverables (*stage 2*):

* Report on the mapping the relevant actors in the field of Active Labour Market Policies (per NES BOs, including LSGs from the mapping territory)
* Final report on assessment of capacities of other relevant actors in the field of ALMPs with recommendations for improvement

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, Law or Social sciences or other related subjects.
* At least 5 years of general professional experience in the field/s of labour economics, employment, ALMPs
* Good command of English written and spoken.
* Computer literacy (command of Microsoft Office (Word, Excel, PowerPoint, etc.) and the Internet).
* Excellent communication and reporting skills.
* Analytical experience and skills.
* Ability to work in a team.

General professional experience

* Minimum 5 years of general postgraduate professional experience in the field of employment/ALMP and/or social policy.

Specific professional experience

* 3 years of professional experience in employment policy/support services to/mapping of young NEET (not in education, employment or training)
* *Previous experience in the direct work (on the spot) with the CSOs (civil society organizations) and LSGs in the area of employment and inclusion of hard to employ into the labour market will be considered as strong asset*.

1. **Location and timing**

The assignment shall be implemented mainly in Belgrade with possible visits to other cities in the Republic of Serbia, in the periods from **September 2024 – May 2025,** including, up to 15 working days. **The number of days is subject to extension as needed.**

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| **Activity** | **No. of working days** | **Period of engagement** | **% of time to be spent in Republic of Serbia** |
| **2.4.1**  **(stage2)** | **15** | **September 2024 – May 2025** | **100%** |

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 JNKE will deliver monthly report in the English language on last workday of the month s/he worked, with attached all written deliverables and submitted to the Team Leader and in copy to the Project Assistant. 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](mailto:projekti.medjunarodna@minrzs.gov.rs) , [evukcevic@archidata.it](mailto:evukcevic@archidata.it) and [lpavlovova@yahoo.com](mailto:lpavlovova@yahoo.com) **no later than 28.3.2024** and titled: “Application for the position – JNKE for mapping relevant actors in the field of ALMP – stage 2”.

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. MoLEVSA – Ministry of Labour, Employment, Veteran and Social Affairs

   NES – National Employment Service

   LSGs- local self-governments [↑](#footnote-ref-1)
2. [↑](#footnote-ref-2)