

Call for Expression of Interest
ROMACT National Experts
Deadline for application: 9 March 2015

Within the framework of ROMACT Programme, the Council of Europe is recruiting consultants to act as ROMACT National Experts in the following Member States: Bulgaria, Czech Republic, Greece, Hungary, Italy, Romania and the Slovak Republic.

1. Background of the ROMACT Programme

The Council of Europe and the European Commission launched, at the end of 2013, the ROMACT Programme - a joint initiative seeking to assist mayors and public authorities in working cooperatively with local Roma communities to develop inclusive policies and public services.

ROMACT promotes cooperation between the Roma communities and public authorities, through mutual working strategies, shared ownership and commitment to open dialogue. *ROMACT provides support to local administrations to implement inclusive good governance practices and sustainable plans of development, linking them to relevant resources, including better access to, and use of, EU funds.* ROMACT is currently implemented in six countries - Bulgaria, Greece, Hungary, Italy, Romania and the Slovak Republic, with 50 covered municipalities in total. In 2015 ROMACT will be launched in the Czech Republic.

In each of the countries mentioned above, the ROMACT Programme is implemented by a National Support Team composed of:

- a National Programme Officer (NPO);
- a National Focal Point (NFP);
- a team of local Facilitators (acting in one or more municipalities);
- national and local stakeholders who are part of the management of the processes.

ROMACT is looking for consultants with expertise in the **fields of European Structural Funds and local governance and experience of working with vulnerable groups (vulnerable Roma communities specifically).**

The present Call targets experts in the fields mentioned above, from, and acting within, the following countries: Bulgaria, Czech Republic, Greece, Hungary, Italy, Romania and the Slovak Republic.

2. Profile of the Applicant

Experts should possess an in depth understanding of social inclusion challenges and opportunities, of various development approaches and implementation models used in the targeted countries, as well as knowledge of the EU approaches/interventions related to local governance and community development. They should have a thorough understanding of the national context of the country for which they are applying.

A university degree or equivalent qualification in political, development or social studies, or in public administration, will be an asset.

Experience and profile

- At least five years' experience in development cooperation, developing or transition countries with a focus on local governance, decentralization, community-driven area-based development approaches;
- Experience in designing and conducting training sessions in local governance, community development and social mobilisation;
- Good knowledge of European Union funding mechanisms and of relevant Operational Programmes for the countries of application;
- Experience in elaborating / implementing project proposals for EU – structural funds and related administrative procedures;
- Experience in cooperating with international institutions such as the European Union, United Nations Development Programme and the World Bank would be an asset;
- Experience in policy making and research in areas such as local governance, local development, community development and rural development;
- Good understanding of local policies and practices related to local democratic governance (local processes of participatory decision-making and community participation);
- Good knowledge of national public administration law and regional development policies;
- Experience of working with Roma communities at local and national level and concrete knowledge of the challenges faced by the Roma communities in the respective country;
- Solid knowledge of national and local public policies for Roma communities;
- Solid understanding of the mechanisms, manifestations and consequences of multiple forms of discrimination and their impact on the lives of people;
- Awareness of existing programmes of the Council of Europe, European Union and other institutions related to Roma;
- Proactivity, sense of commitment, discretion and respect of deadlines;
- Strong communication and reporting skills.

Language skills

- Good command of English and fluency (possibly native speaker) in the language of the country you are applying for;

3. Tasks and Role

- Conduct an in-depth analysis of the ongoing ROMACT processes in order to identify improvement areas in strategy, approach, methodology, effective mainstreaming of community-driven development and to provide a strong evidence base to support policy making at local administration level;
- Liaise with the members of the respective ROMACT National Support Team in the analysis of the progress achieved within each municipality part of the Programme;
- Advise and assist the National Support Team in building technical capacity in area-based community-driven development principles and monitoring and evaluation; mainstream sector best practices for enhanced local governance and more effective local development;
- Adapt the intervention and support provided by the ROMACT Programme to the development needs of each municipality;
- Create suitable thematic training modules and, together with local facilitators, prepare coaching sessions (tailor-made taking into account identified needs) specifically for stakeholders within local administration (elected officials and civil servants);
- Contribute to the targeted interventions/actions with the aim of improving quality in the design and implementation of local policies and actions for Roma communities;
- Together with the NPO or NFP, prepare and run regular meetings in each of the municipalities with the aim of ensuring sustainability of the process;
- Liaise with the Management Authorities – EU funding institutions at national level and provide relevant information on existing lines of funding, eligibility criteria and requirements for the identified projects and interests at the level of each municipality in the Programme;
- Advise on the identified needs of Programme stakeholders for capacity development on access to EU funding and resources mobilisation;
- Design, based on identified needs, local and national events targeting local elected representatives and public servants focusing on methods to ensure effective policy responses for the Roma communities and their potential contributions to local development.

4. Required Availability

Applicants should be available to:

- ✓ commit to a consultancy contract signed with the Council of Europe. The contract will cover the duration of implementation of the Programme, the exact duration and start date of which will be established with the consultant based on the development of the Programme in the respective country;
- ✓ travel regularly to the selected municipalities and to national and possible international meetings related to ROMACT;
- ✓ take part in the induction meeting for National ROMACT Facilitators (Strasbourg, 26-29 March 2015, TBC).

5. Contractual Format and Fees

In return for the fulfilment by the Consultant of the tasks and obligations established in the consultant contract to the satisfaction of the Council of Europe, the latter will pay an agreed fee. This fee will be determined by the Council of Europe depending on the concrete action plan established with the ROMACT National Team, the number of selected municipalities in the country *inter alia* and the existing support structures for the successful implementation of the Programme.

6. Conditions and Applications Procedure

This Call is open for expressions of interest for applicants from the following Member States: **Bulgaria, Czech Republic, Greece, Hungary, Italy, Romania and the Slovak Republic.**

The **ROMACT National Expert** should be a citizen and/or resident of the country s/he is applying for.

Applicants interested in this call should send the following documents to the Council of Europe Secretariat **no later than 9 March 2015**:

- An updated CV (2 pages maximum);
- A short motivation letter outlining how you fulfil the required qualifications and experience required to perform the tasks highlighted in this call.

Please send your completed application to romact@coe.int, specifying in the Subject Field "SURNAME/FAMILY NAME, Country, ROMACT National Expert".

Please note that late applications will not be taken into consideration.

7. Selection Procedure

The selection shall be made by the Council of Europe Secretariat (Support Team of the Special Representative of the Secretary General for Roma Issues). The Council of Europe may request telephone / Skype interviews with pre-selected applicants.

Successful applicants will be notified of their selection by **15 March 2015**.

Please note that only successful applicants will be notified by email.

For more background information on the programme, visit the ROMACT Website:

www.coe-romact.org