

## Call for Expressions of Interest ROMACT Experts

Deadline for applying: 28 August 2015

**The Council of Europe is establishing a pool of experts in local governance and access to EU funding to work within the National Support Teams of the ROMACT Programme in Bulgaria and Romania.**

### 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 local authorities in working cooperatively with Roma communities to develop inclusive policies and improve public services at local level. ROMACT provides support to local administration to implement inclusive good governance practices and sustainable plans of development. It facilitates the access to relevant resources, including better use of EU funds.

ROMACT is presently implemented in 6 countries: Bulgaria, Hungary, Italy, Romania, Slovak Republic and Czech Republic. In each of these countries, the ROMACT Programme is implemented by National Support Teams composed of:

- National Program Officer (NPO);
- National Focal Point(s) (NFP);
- Facilitators (acting in one or more municipalities);
- Experts in public administration and EU funding.

ROMACT is looking for **experts in the fields of local governance and access to EU funding**. Candidates should also have experience in working in the field of social inclusion (Roma, disadvantaged communities, minorities).

The present Call targets experts from **Bulgaria** and **Romania** and aims to establish a pool of experts to work, according to the need, in the municipalities of the Programme.

### 2. Profile of the Applicant

Experts should possess an in depth understanding of social inclusion challenges and opportunities, of various development approaches used in the targeted countries, as well as knowledge of the EU policies and practices 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 in public administration, political, development or social studies will be an asset.

### **Experience and profile**

- At least five years' experience in development cooperation, developing or transition countries (mainly in Bulgaria and Romania) 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 and local public administration law and regional development policies;
- Experience in 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 for deadlines;
- Strong communication and reporting skills.

### **Language skills**

- Good command of English and native speaker of the language(s) of the country you are applying for.

## **3. Tasks and Role**

- Liaise with the members of the respective ROMACT National Support Team, conduct in-depth analysis of the progress achieved within each municipality part of the Programme and identify effective intervention methods for capacity building of local public administration;
- Advise Programme stakeholders on identified needs for capacity development on access to EU funding and resources mobilization;
- When demanded, deliver training specifically for stakeholders within the local administration (elected officials, civil servants, staff from different municipal services, including the "Projects Office");
- Intervene, upon need, at public administration level, making the link between available resources and needs of development;
- Provide coaching to the local actors within the ROMACT municipalities in order to implement the initiatives and Action Plans elaborated jointly with the Roma communities in the previous phases of the Programme;
- 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;
- Maintain data-bases on existing sources of funding in order to provide relevant information on existing lines of funding, eligibility criteria and other requirements for the identified projects and actions at the level of each municipality in the Programme;
- Liaise with the Management Authorities / EU funding institutions at national level;

#### 4. Required Availability

**Applicants should be available to:**

- ✓ Commit to a consultancy contract signed with the Council of Europe. The contract will be proposed to successful applicants, based on the needs of the Programme;
- ✓ Travel regularly to the allocated municipalities and for national meetings related to ROMACT;
- ✓ Take part in meetings organized within the ROMACT Programme at national and international level.

#### 5. Contractual Format and Fees

In return for the fulfilment of the tasks and obligations established in the consultant contract, the Council of Europe will pay an agreed fee. This fee will be determined by the Council of Europe depending on concrete intervention needed at local level, in the number of allocated municipalities in the country.

#### 6. Conditions and Applications Procedure

This Call is open for expressions of interest for applicants from **Bulgaria** and **Romania**.

The **ROMACT 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 28 August 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](mailto:romact@coe.int), specifying in the Subject Field "SURNAME/FAMILY NAME, Country, ROMACT Expert".**

**Please note that late applications will not be taken into consideration and no personal correspondence can be entered into.**

#### 7. Selection Procedure

Selection shall be made by the Council of Europe – ROMACT Programme Management. The Council of Europe may require telephone / skype interviews with pre-selected applicants.

Successful applicants will be notified of their selection by **4 September 2015**.

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

**For more background information on the programme, visit ROMACT Website:**  
**[www.coe-romact.org](http://www.coe-romact.org)**