

**TERMS OF REFERENCE**

**IT-SPECIALIST ON DEVELOPMENT OF AUTOMATED CORRUPTION REPORTING AND PROTECTION OF WHISTLE-BLOWERS FOR THE MINISTRY OF HEALTHCARE OF UKRAINE (MOH)**

ToR Date of Issuance:	<b>September 7, 2018</b>
Due Date for Applications:	<b>September 21, 2018</b>

*PRSM is committed to providing equal employment opportunity without regard to race, color, religion, gender, sexual orientation, national or ethnic origin, age, disability or status as a veteran with respect to policies, programs, and activities.*

**Background**

**Professionals for Reform Support Mechanism (PRSM)** provides human resource support – from managers to technical experts – to critical reform initiatives undertaken by national governmental agencies. PRSM is a multi-donor platform which improves coordination of donor efforts for greater impact and avoids overlap of donor funding. It does not support routine work of the Government of Ukraine that is normally managed by the civil service. To do this, PRSM:

- **Selects initiatives** based on clearly defined links to reform initiatives;
- Ensures transparent **recruitment** of human resources;
- Manages the **contracting** and payment of human resources;
- Provides financial **reports** for donors;
- **Monitors** initiatives for results.

**Reform Initiative**

The Expert Deployment for Governance and Economic Growth (EDGE) Project provides with technical assistance to the Ministry of Healthcare of Ukraine to create effective system on corruption reporting and protection of Whistle-blowers. One of the tasks is to develop the website-integrated module for the corruption-related anonymous complaints submission on violation of anticorruption legislation (hereinafter – “Module”).

**Position Summary**

**IT-Specialist on Development of Automated Corruption Reporting and Protection of Whistle-blowers (MoH)** will be responsible for developing the website-integrated module for the corruption-related anonymous complaints submission.

**Preferred Qualifications and Skills:**

- Proven experience in development and implementation of the new software programs in workflow automation, data exchange, etc.;
- Good knowledge of programming and software programs design;
- General understanding of anticorruption reform, protection of Whistle-blowers, structure of the Ministries and Government authorities;

**HUMAN RESOURCE SUPPORT FOR CRITICAL REFORM INITIATIVES**

- Higher technical education;
- Practical experience in the legal sphere no less than 3 years;
- Experience in cooperation with technical assistance projects is a plus.

**Indicative duties and responsibilities:**

- Communication with the stakeholders before and after the project;
- Project management;
- Development of the project working plan and its regular updating;
- Informing of the Minister (if necessary) and PRSM Manager on the Project progress;
- Monitoring and evaluation of the work and events fulfilled within the project;
- Monthly status meeting conduction to synchronize activities and expectations;
- Conducting research activity and requirements identification for the Module;
- Identification data structure, object models and algorithms for solving high-level tasks;
- Designing solutions;
- Drafting of Terms of Reference on Module development;
- Development of technical documentations;
- Module development in line with Terms of Reference;
- Reports drafting on all project stages;
- Analyze of similar solutions implemented by other organizations (public or international partners);
- Identification and discussion of possible restrictions and “bottlenecks” in Module implementation and exploitation, and ways of its minimization or solution.

**Contract Duration and Timing**

Part-time position. The total duration of the consultancy is expected to be 3 months with possible extension. Office based in Kyiv.

**To apply**

Submissions must be prepared in English and delivered electronically **by 17:00 Kyiv time on September 21, 2018** to the following address: [prsm@fsr.org.ua](mailto:prsm@fsr.org.ua). We do not welcome unsolicited phone calls.

**All submissions must include:**

- 1) Applicant’s CV;
- 2) Applicant’s brief letter of interest indicated related experience and achievements.

Please ensure to state **IT-Specialist (MoH)** in the e-mail subject line.

Applications received after the indicated deadline or without letter of interest will not be reviewed and considered.

*Shortlisted candidates will be contacted after September 25, 2018.*