

**TERMS OF REFERENCE**  
**RESPONSIBLE COMMUNITY LEADER**  
**FOR THE NATIONAL DEINSTITUTIONALIZATION REFORM OFFICE**

ToR Date of Issuance:	<b>Mar 9, 2017</b>
Due Date for Applications:	<b>Apr 07, 2017</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**

**The 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**

Within the framework of the National Strategy for Institutional Children’s Care System Reform the Ombudsman has initiated to establish the National Deinstitutionalization (DI) Reform office that will act as an independent donor-funded non-government office with certain mandate from the Presidential Administration to coordinate, monitor and build up cooperation and interaction between executive authorities and local authorities regarding the implementation of the Reform.

The office will be supervised by the Steering Committee to plan, implement, communicate, coordinate and monitor stakeholders for the Institutional Children’s Care System Reform.

Based on the reform framework, it is planned the National DI Reform Office will cover three sectors:

1. DI-transition planning policy development.
2. Responsible community concept implementation and piloting.
3. Intersectoral supportive division.

**Position Summary:**

**Responsible Community Leader** is responsible for coordination of DI reform implementation on community level all over the Ukraine. The key roles for the Responsible Community include understanding the needs of the children, family and communities and working with communities to implement the services and methodologies developed in conjunction with the Subject Matter Experts (SME's) on the Transformation Program Team.

**Preferred Qualifications and Skills:**

- Master degree in social, public administration, juridical, pedagogical, management or other related areas;
- High level of DI knowledge, DI international practices, children's right legislation, and full understanding of current challenges in Ukraine in that sphere;
- High Ukrainian and English language level;
- High level of knowledge on public administration mechanisms, local authorities system, self-governmental bodies operation;
- Understanding of the reform agenda with professional involvement over the past 5 years;
- Proven ability to lead a team in donor-funded, business projects or Public Services successfully at least for 2 years;
- Experience in leading a team through a change or transformation process;
- Experience in reforming of social, educational, medical environment in Ukraine;
- Initiative, good leadership skills, communicative, responsible, ready to follow, lead and work in team.

**Indicative duties and responsibilities:**

- Lead a team of 4 experts (Community Advisors (3) and Home for Orphans Lead);
- Create, pilot, and evaluate program and service prototypes and interventions to provide models for replication and implementation by local and regional entities;
- Develop and support Community Implementation Intersectoral Teams (CIIT – representatives of local authorities, line community institutions, NGOs, churches, businesses, individuals) and monitor implementation of programs (Home for Orphans, Assessment, Service Development, and Community transformation planning);
- Create a circle of national and international Responsible community building experts;
- Identifying the best programs and practices to support “a family in crisis” in overcoming their challenges;
- Road Map development within the framework of the National and Regional action plans and coordination of its successful implementation focused on:
  - Regional and Local Stakeholder training & awareness;
  - Coordination in Community transformation plan development;
  - Pilot Community Selection & program implementation;

## HUMAN RESOURCE SUPPORT FOR CRITICAL REFORM INITIATIVES

- Identifying the Critical community level Services for children and their families required to meet the new system needs by Children and crisis family needs assessment, Community capability assessment.
- Community services development support and promoting:
  - The family-based care system (long-term, short-term foster families, etc.);
  - The community inclusive education implementation;
  - The community early intervention approaches;
  - The small group homes concept through the “Homes for Children” program for orphans, including children with disabilities.
- Monitoring of the DI process in the frame of Responsible community aspect;
- Analytical Reporting.

### **Contract Duration and Timing:**

The total duration of the consultancy is expected to be 3 months, with possible extension, based in Kyiv.

### **To apply:**

Submissions must be prepared in English and delivered electronically by 17:00 Kyiv time on April 07, 2017 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 (in English);
- 2) Applicant brief letter of interest indicated related experience and achievements.

Please ensure to state **Responsible Community Leader** 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 April 10, 2017.*