



**МІНІСТЕРСТВО
ОСВІТИ І НАУКИ
УКРАЇНИ**

POSITION: *Legal / policy expert (NUS): National Education Electronic Platform NEEP (Category 2)*

ToR Date of Issuance:

Due Date for Applications: 14 October 2019

1. Objective(s) and linkages to Reforms

The Policy and Governance Expert will be a full-time consultant in the Reform Support Team at the Ministry of Education and Science.

The Reform Support Team (RST) is a group of Ukrainian professionals (not public servants) funded on a temporary basis by donors that provides targeted technical support and assists the Ministry in the design and implementation of sectoral strategies and priority reforms.

Competencies of the RST include the following core capacities:

- Expert analysis (preparation of reform proposals supported by evidence-based analysis, preparation of policy and legal drafts, regulatory impact assessment etc.) in the field of education reform, and
- Reform program planning, implementation and coordination (including performance indicators, progress reports, program management, monitoring and coordination, preparation of project proposals and other).

The RST was launched in February 2019. It is currently helping the Ministry to implement two priority reforms: the general secondary education reform – the New Ukrainian School (NUS), and the reform of Vocational Education and Training (TVET).

The NUS ***legal / policy expert (NUS)*** will be subordinated to the RST Director and will report to the RST Deputy Director - NUS.

2. Duration and proposed timeframe

Duration of the assignment is until 31 December 2019, with possibility for extension in 2020 subjected to MDA procedures and availability of funding.

3. Main Duties and Responsibilities

- Revise and amend the legal framework for production, revision, selection, procurement and use of digital learning resources in secondary education system;
- Participate in NEEP development action plan preparation;

4. Main anticipated deliverables

- Recommendations for NEEP legal framework improvement: content production, revision, selection, procurement and use of digital learning resources in secondary education system;
- Action Plan for NEEP development (2020-2023)

5. Qualifications, Skills and Experience

5.1 Qualifications and skills:

- Impeccable ethical standards; excellent communication and interpersonal skills; strong organizational management, communication and presentation skills; motivated team player with ability to work independently;
- At least a Bachelor degree in the relevant field - Master degree preferred;
- PC literacy (PowerPoint, Project, Excel, Word);
- Fluency in Ukrainian and English.

5.2 General professional experience:

- More than 5 years of general professional experience

5.3 Specific professional experience:

- Minimum 3 year of specific experience in education area, preferably in VET;
- Knowledge and experience in the field of education management;
- Excellent knowledge of the legal framework for education in Ukraine;
- Excellent knowledge of institutional framework of education sector in Ukraine;
- Experience in working with international experts;
- Strong analytical skills.

6. Assignment Value

The estimated monthly value of this consultancy position is in the region of EUR 800 to EUR 1400.

The funding source of this assignment is Stabilisation and Sustainable Growth Multi-Donor Account (MDA) managed by the EBRD.

The donors to MDA are Denmark, Finland, France, Germany, Italy, Japan, the Netherlands, Norway, Poland, Sweden, Switzerland, the United Kingdom, the United States of America, and the European Union, the largest donor.

7. Submissions

Submissions must be prepared in English only and be delivered electronically by 14 October 2019 to the following address: rst@mon.gov.ua

All submissions must include a completed Application Form, the candidate's Curriculum Vitae and Reference Letter from a recent supervisor.

Only applications which have been submitted using the correct template and are completed will be considered.

8. Selection Procedure

Following the evaluation of all applications received, selected candidates will be invited to a brief written test covering both general and technical questions in both English and Ukrainian. Only short-listed candidates will be invited to an interview.