**POSITION: Legal Expert (Category 3, Housing Management)**

**1. Objective(s) and linkages to Reforms**

A Reform Support Team (RST) at the Ministry for Regional Development, Building and Housing of Ukraine (MinRegion) is a group of Ukrainian professionals (non-civil servants) funded on a temporary basis by the donors that provides targeted technical support and assists the Ministry in the design and implementation of priority reforms. The RST will assist in filling the capacity gaps in the design and implementation of priority reform strategies and programs, while strengthening links and partnerships between the Ministry’s priorities and relevant donor support.

The housing reform aims to create a new market model which eliminates dependency of home owners on management decisions by municipalities, creation of a competition on a market of housing administration services. In 2015 Ukraine has adopted a Law #417 “On a Special Rights of Ownership in Multistory Buildings”. The Law has unlocked the rights of owners to own not only the apartment but the building itself. The next step for reform is a strong support of the housing administration services providers (housing management) and their categorization, improvement of the quality of services leading to the capability to handle large-scale housing renovation projects.

The reform aims for the following objectives:

* Improving regulations of relations between home owners, financial institutions and reconstruction services providers;
* Support of a smooth transition towards new market model;
* Adjusting legal environment to the best practices.

Combining with the energy efficiency reform which allows for the next five years reduce imports of natural gas to 1-1.5 billion m3 annually and reduce government spending on subsidies by 3-5 billion every year the housing market reform would have a strong.

A legal expert is needed to support MinRegion in the fulfillment of the Housing Management Reform and Energy Efficiency Reform in residential and public buildings especially:

* Supporting the adoption of the Law "On housing and utilities services", drafting and supporting adoption of the Law “On Renovation”, drafting and supporting adoption of new edition of the Law of Housing Code of Ukraine, of the Law “On Social Housing”, of the Law ”On Rent Housing”;
* Drafting secondary legislations required be these Laws and remaining secondary legislation for the Law #417 On a special right of ownership in multistory buildings and for the Law on the Communal Houses;
* A highly qualified professional is needed in order to draft, supervise and support the necessary products (documents) related to housing reform.

**2. Duration and proposed timeframe:**

This consultancy appointment is expected to start in May 2018 and has an estimated overall duration of 09 months. Subject to the availability of funding, the performance of the selected consultant and the specific needs of the RST, this appointment may be extended.

The Consultant shall deliver services at mainly in Ukraine and for no less than working 20 days per calendar month.

**3. Main Duties and Responsibilities:**

* Legal analysis of draft laws and secondary legislation which are to be approved by the Cabinet of Ministries or the Parliament with regard to their influence of housing reform process, preparation of the comments and amendments to such draft laws;
* Providing support required to ensure implementation of the new regulation developed under reform priority area, including but not limited to the laws, concepts, programs and secondary legislation;
* Legal support of the housing reform process;
* Preparation of draft laws and secondary legislation within housing reform process;
* Representation of the draft legislation before the Committees of the Parliament, the Members of Parliament, State Authorities and Ministries;
* Legal support of draft legislation during their approval in the Ministries, Ministries’ internal departments and CMU;
* Negotiation of the provisions of draft legislation with international organization, financial institution, Ministries and Parliaments Committees with regard to their implementation;
* Collaboration with internal legal departments of the Ministries, State Authorities, Parliament for implementation of housing reform acts;
* Preparation of presentations and analysis of legal acts;
* Providing legal analysis of current legislation and preparation of propositions for its amendments within housing reform process.

***Main anticipated deliverables:***

* Analysis report on current legislation for housing reform;
* Action plan of legislation changes for housing reform;
* Policy recommendations and guidance to other governmental departments including the State Energy Efficiency Agency;
* Drafted legislation changes needed on housing reform;
* Regular progress reports on reform development and implementation.

**4 Qualifications, Skills and Experience:**

* Analysis report on current legislation for housing reform of residential and public buildings;
* Action plan of legislation changes for housing reform of residential and public buildings;
* Drafted legislation changes needed on housing reform in residential and public buildings;
* Regular progress reports on reform development and implementation.

**5.1 Qualifications and skills:**

* At least a Master’s degree in law;
* Strong analytical, communication and presentation skills;
* PC literacy (PowerPoint, Project, Excel, Word, Legal databases Liga or Rada proficient);
* Fluency in Ukrainian and English.

**5.2 General professional experience**:

* More than 5 years of general professional experience;
* Prior experience of work in public services reform team is a plus.

**5.3 Specific professional experience:**

* Minimum 5 years of working as a lawyer, preferably in housing and communal sector;
* Experience with the reform implementation in Ukraine, especially as related to housing and communal sector is a plus;
* Experience with government entities and their mandate and processes is an asset.

**5. Assignment Value**

The estimated monthly value of this consultancy position is in the region of EUR 400 - 1000. The funding source of this assignment is the EBRD-Ukraine Stabilisation and Sustainable Growth Multi-Donor Account. Please note that selection and contracting will be subject to the availability of funding.

**6. Submissions**

Submissions must be prepared in English and delivered electronically by May 12, 2018 to the following address: [RST@minregion.gov.ua](mailto:RST@minregion.gov.ua)

All submissions must include (original in English, or Ukrainian with English translation):

- Completed Application Form

- Candidate’s Curriculum Vitae Form

- Reference Letter from the recent supervisors (original in English, or Ukrainian with English translation) together with the contact details for two further referees who, if contacted, can attest to the professional and/or educational background of the candidate.

**7. Selection Procedure**

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