

TERMS OF REFERENCE PROBATION PROGRAMS EXPERT

ToR Date of Issuance:	Dec 07, 2016
Due Date for Applications:	Dec 22, 2016

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.

At the request of a Ministry of Internal Affairs, the PRSM recruits short to medium term local Ukrainian experts and specialists, from outside government, to undertake assignments critical to reform within the Ministry. The PRSM will also pay for limited-term salaries of key positions from within the army of volunteers that currently work without pay on reforms across government ministries.

PRSM is a program of the Ukrainian non-government organization “Foundation for Support of Reforms in Ukraine” (the Foundation).

Position Summary: Probation Programs Expert – will develop probation programs expertise within the Ministry, oversee the development of necessary tools and regulatory provisions with regard to probation programs. The Expert will also analyze already available programs and methodologies that target major criminogenic risk factors for youth and adult offenders and facilitate the process of probation programs development and approval. The Expert will be directly subordinated to the Probation Reform Team Leader.

Preferred Qualifications and Skills:

- Education: Social work, Education, Clinical programming.
- At least five (5) years of progressively responsible professional experience working on programming for at risk youth and/or gender responsive interventions in development and/or humanitarian settings;
- Expertise on programs and services development, preferably, in the area of youth justice with experience of applying these to specific national programs, policies, plans and ground level processes;
- Solid experience of leading development of related training tools, learning materials, and delivering trainings
- Ability to communicate ideas in a manner conducive to their practical application
- Comfortable working as part of a team to add value to collective results
- Fluent in English, Ukrainian and Russian

Indicative duties and responsibilities:

- Development of the program approval processes and respective policies;
- Facilitating the review and development of probation programs for youth;
- Ensure that training programs for probation staff includes modules on probation programs delivery;
- Building capacity of the key MoJ's staff in charge of the development of probation program policies and procedures;

To apply:

Submissions must be prepared in English and delivered electronically by 17:00 Kyiv time on December 22, 2016 to the following address: 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 **Probation Programs Expert** 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 December 26, 2016.