

### TERMS OF REFERENCE

#### LEGAL EXPERT

#### FOR THE NATIONAL AGENCY FOR THE PREVENTION OF CORRUPTION

ToR Date of Issuance:	<b>Jan 19, 2017</b>
Due Date for Applications:	<b>Feb 03, 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

The National Agency for the Prevention of Corruption (NAPC), as a newly established agency with an important public mandate, has faced considerable political and civil society pressure to commence operations even in the absence of adequate financial, human and technical resources. This has been further complicated by widespread scrutiny arising from the organization's attempts to launch a high-profile system for the electronic declaration of assets.

One of the key tasks on NAPC development is the implementation of a Complaints Handling System (CHS) inside the NAPC, CHS Policy development and implementation for all other Agencies and Whistle-blowers Protection.

#### Objective of the Reform Initiative

This Initiative will support the development of technical and functional competencies of the National Agency for the Prevention of Corruption to develop and implement policies.

**Position Summary:**

The **Legal Expert** will provide legislation drafting support to activities of the NAPC in the CHS areas.

**Preferred Qualifications and Skills:**

- Master degree in Law;
- At least 5 years of extensive practical experience in National and Secondary legislation development and drafting;
- Understanding of public governance internal processing mechanisms, knowledge of GOU Agencies day-by-day activities and legislation ruling interaction with general public;
- Profile of successful legal acts adopted;
- Good command in English and ability to speak and write Ukrainian and/or Russia would be a definite asset.

**Indicative duties and responsibilities:**

- Development the Draft Guidelines Complaints Handling and Whistle-blowers Protection on the basis of best practice and materials provided by EDGE and NAPC;
- Participate in internal and public discussion of the Draft Guidelines, provide necessary explanations and clarifications;
- Update the Draft Guidelines in line with recommendations from stakeholders, and other feedback received.

**Contract Duration and Timing:**

This is a short term expert deployment for approximately 2 months.

**To apply:**

Submissions must be prepared in English and delivered electronically by 17:00 Kyiv time on February 3, 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 **Legal Expert for the NAPC** 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 February 6 2017.*