



European Union



Republic of Serbia  
Ministry of Labor, Employment, Veterans and  
Social Policy



Republic of Serbia  
Ministry of Health

**Enhancing the position of residents in residential care institutions for persons with mental disability and mental illness and creation of conditions for their social inclusion in the local community**

**Terms of Reference Short-Term, Junior Assignment**

**JUNIOR EXPERT No. NKE32**

Project:	Enhancing the position of residents in residential care institutions for persons with mental disability and mental illness and creation of conditions for their social inclusion in the local community. CRIS no: 2012/299-893 (11SER01/11/11).	Location:	Serbia
Position:	<b>Junior Expert - Community Services Training Assistant/Supervisor</b>	Reference:	<b>NKE32</b>
Period:	July 2014 – September 2014 (up to 30 non-consecutive working days)	Expert Name	

**Background**

This IPA/2011 project focuses on: 1). The transformation of Residential Institutions in cooperation with Psychiatric Hospitals or other providers in Serbia, 2). The Development of Combined Community Based Services for the mentally disabled and the mentally disordered, 3). The development of minimum standards for community based services for the mentally ill and disabled 4). The development of norms and standards for community based, combined, social protection and healthcare institutions, 5). Capacity Building of social security and mental health personnel from targeted institutions in order to prepare for the provision of community based services for people with mental health problems 6). The design, implementation and monitoring of a Grant Scheme that will support the development of Community Based Services. A range of activities and sub activities are planned throughout the project's lifetime in order for the overall objective and the results of the project to be realized. In order to achieve the overall objective and the results of the project, a number of non-key experts are going to be employed for short or long term missions.

**Overall Objective(s) of the Project**

The overall objective for the IPA 2011 project is to enhance the social inclusion of persons with mental disability and mental health disorders.

**Specific Objective of the Assignment**

The objectives of the assignment are the following:

- Assist in implementing and conducting training for the future trainers in Residential institutions in planning transformation and deinstitutionalisation process, personal (individual) planning, risk analysis, teamwork, normalisation and establishing new services with emphasis on personalised care and care packages including direct funding - both on-site (answering to the concrete issues at hand and providing the impetus for development of new services) and theoretical training that would enable themes developed on site to grow into the common knowledge.
- Assist and support the participants in completing teaching assignments between the training sessions, providing guidance and consultation through electronic means and on the site.
- Assist in evaluation of the assignment and providing feedback to the future trainers.
- Provide supervisory and advisory services as well as mentoring and consultation to trainers in conducting the training. Establish a body of knowledge that would support further education and training and enable transmission of the knowledge and skills to service providers as well as to other groups involved (families, media, etc.).

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<b>Scope of Work and Responsibilities of Expert</b>
The scope of the assignment refers to: ACTIVITY 9 - Design of Training Programmes
<b>Outputs</b>
<ol style="list-style-type: none"> <li>1. Report on the assignments</li> <li>2. Report on training conduction</li> <li>3. Report on supervision and advisory services provided</li> </ol>
<b>Location and Tentative Duration of Inputs</b>
<ul style="list-style-type: none"> <li>• The expert is requested to commence his/her mission during July 2014.</li> <li>• The work of the expert shall be performed exclusively in Serbia.</li> <li>• The duration of the mission is 30 non-consecutive days in the period July – September 2014</li> </ul>

<b>Required Skills of Short Term Junior Non-Key Expert</b>
<p>Expert Profile:</p> <p>The successful candidate shall possess the following skills and characteristics:</p> <ul style="list-style-type: none"> <li>• University degree in the field of Social science.</li> <li>• Professional experience of at least 5 years.</li> <li>• Proven experience in developing community services, individual planning and proficiency in community care methods of work.</li> <li>• Command of English and Serbian languages.</li> <li>• Proficiency in Microsoft Office applications.</li> <li>• Excellent communication and report writing skills.</li> <li>• Team player and ability to work in multi-professional teams.</li> </ul>

