



European Union



Republic of Serbia
Ministry of Labor, Employment 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

NOTICE FOR RECRUITMENT

Hifab/Bolt Consortium, is recruiting a short-term junior expert for the position of **Inter-sectorial Coordinator** in the EU funded Project in Republic of Serbia: **“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”**

(Project duration September 2012 – September 2014, with a possible extension)

The overall objective of the project is to enhance the social inclusion of persons with mental disability and mental health disorders. The project consists of three components:

1. Transformation plan for residential and psychiatric institutions and development plan for the cross-sectoral community-based social and health services created.
2. Implementation of Transformation & Development Plans strengthens capacity at national and local level to improve range and quality of cross services for de-institutionalization of persons with mental health disorders.
3. Support to the Grant Scheme¹ for provision of community based social and mental health services.

Objectives of the assignment

The objectives of the assignment are the following:

Coordinate the activities and liaise with:

- MoLESP and MoH in order to facilitate inter-ministerial cooperation and decision making regarding project activities
- 13 RI regarding transformation plan and its implementation in selected pilot sites
- other stakeholders (PHCs, Community representatives, Commissions dealing with the project's topic, Community representatives, MoF, MoE, HIF and others)
- Voluntary Transformation Advisory Group

Furthermore, to:

- facilitate trainings prior to and during implementation, and
- ensure proper dissemination of project's proposals to relevant recipients and gather feedback in time, if applicable.

Detailed description of the expert's assignment (Terms of Reference) for the position of Inter-sectorial Coordinator is available at www.otvorenizagrljaj.rs, under the section for job opportunities.

Expert's profile

The successful candidate shall possess the following qualifications and skills:

- University degree in relevant field, either health and/or social.
- Professional experience of at least 5 years, at least 3 years in project work.
- Proficient level of knowledge of English and Serbian languages.
- Proven proficiency of Microsoft Office applications.
- Excellent effective communication and diplomatic skills
- Experience in writing and editing technical documents and proposals.
- Team player and ability to work in multi-professional teams.
- Previous experience in social and health sector will be an advantage.

The position will be based in Belgrade, although travel within Serbia is anticipated. The expert is requested to commence his/her mission during August 2013. The duration of the mission is 100 non-consecutive days indicatively allocated to 10 days per months.

Qualified candidates are invited to submit their CVs in the EU format that may be found at <http://ec.europa.eu/europeaid/prag/annexes.do?group=B> as annex b8h, along with the motivation letter and copies of relevant documentation proving qualifications and experience, through the project e-mail address office@otvorenizagrljaj.rs no later than 21 July 2013. Applications submitted in other than electronic form will not be taken into consideration. Only short-listed candidates might be invited for an interview. The recruitment process regarding these appointments will be conducted in strict compliance with the EU rules and procedures. We regret that the positions are not open to civil servants and employees of the Serbian public administration.

The Project is an equal opportunities employer.

1

The Grant Scheme will be part of a separate tender

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