



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

Terms of Reference Short-Term, Junior Assignment

JUNIOR EXPERT No. NKE26

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:	Inter-sectorial Coordinator	Reference:	NKE26
Period:	August 2013 – September 2014 (up to 100 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:

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:

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

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Scope of Work and Responsibilities of Expert

The scope of the assignment refers to:

Sub activity 4.2. "Creation of draft transformation plans for 13 residential institutions and the main beneficiaries & circulated to stakeholders for feedback"

Sub activity 4.3. "Comprehensive transformation plans completed"

Sub activity 6.3. "Accomplishing two rounds of internal review of the draft National Minimum Standards for CBS between the Consultant, PSC and VTAG" & Sub activity 6.4. "Submission of the Comprehensive National Minimum Standards in Combined Community Based Services"

Sub activity 7.2. "Accomplishing two rounds of internal review of the draft Norms and Standards in Combined Social Protection and Healthcare Institutions by the Consultant, PSC, VTAG and other stakeholders" & Sub activity 7.3. "Submission of rulebook on Norms and Standards of Services in Combined Social Protection and Healthcare Institutions"

Sub activity 8.1. "Development of TNA e – questionnaire, distribution to social care and mental health professionals and subsequent analysis of results"

Sub activity 9.1. "Creation of draft training plan for health and social care professionals in residential institutions and psychiatric hospitals on combined social protection and healthcare services and submission to main beneficiaries for feedback and comments"

Sub activity 9.2. "Creation and submission of the final version of the Training Plan to the PSC"

Sub activity 9.3. "Preparation of a train – the – trainer plan for social protection and mental health professionals"

Sub activity 9.4. "Delivery of one three day train – the – trainer workshop for selected social protection and mental health professionals"

Sub activity 9.7. "Implementation of 3, five day training workshops in Serbia for selected social protection and mental health professionals in the provision of community based, combined social care and mental health services"



Outputs
<ol style="list-style-type: none"> 1. Provide coordination and guidance on all matters pertaining to the smooth implementation of project activities. 2. Liaise and coordinate activities with different stakeholders. 3. Assist in all activities needed for successful implementation of the project quoted in “Scope of Work and Responsibilities of Expert”, especially: <ol style="list-style-type: none"> a. Transformation plan for residential and psychiatric institutions and development plan for the cross-sectorial community-based social and health services created. b. 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. c. Support to the Grant Scheme for provision of community based social and mental health services. d. Plan, operate and supervising of community based services and in the deinstitutionalization of people with mental health problems and their transition from residential institutions/psychiatric hospitals in the community. e. Support persons with mental illness and their families when they are facing social, economic, family and sometimes, criminal crisis. f. Design and deliver training programs to community mental health workers and social care personnel relative to social inclusion of people with mental health problems and the development of CBS. g. Prepare map for transition of people with mental health problems from Residential Institutions/Psychiatric Hospitals to community-based services (hostels, protected apartments). h. Co-operate within multidisciplinary teams of professionals in order to provide services in community settings. 6. Cooperate on daily basis with MoLESP and MoH officials, as well as, with local communities, management of social and health institutions.
Location and Tentative Duration of Inputs
<ul style="list-style-type: none"> • The expert is requested to commence his/her mission during August 2013. • The work of the expert shall be performed exclusively in Serbia. • The duration of the mission is 100 non-consecutive days indicatively allocated to 10 days per months

Required Skills of Short Term Junior Non-Key Expert
<p>Expert Profile:</p> <p>The successful candidate shall possess the following skills and characteristics:</p> <ul style="list-style-type: none"> • University degree in relevant field, either health and/or social. • Professional experience of at least 5 years, at least 3 years in project work. • Excellent knowledge of English and Serbian languages. • Proven proficiency of Microsoft Office applications. • Excellent 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.