



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 **Scheme Assessor** 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)

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 objective of assignment of assessors is to assist the EU Delegation to the Republic of Serbia in selecting the best proposals in line with the criteria set for the ‘Support for de-institutionalisation and social inclusion of persons with mental disability and mental illness’ Call for Proposals on the basis of well documented high-quality assessment process.

As provided in the PRAG, the evaluation of the applications submitted will be implemented in two consecutive steps:

Step 1: Concept note (CN) evaluation of administratively compliant applications.

Step 2: Full application form (FAF) evaluation of applications provisionally selected after Step 1.

The Assessors will report directly to Senior Grant Scheme Expert (SGSE) from the ‘Support for de-institutionalization and social inclusion of persons with mental disability and mental illness’ project.

The working language of this assignment is English.

The evaluation steps to go through and the evaluation grids to be used by the assessors in the CN-evaluation and FAF-evaluation are presented in details in the Guidelines for Applicants.

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

All experts mobilised under this contract must:

- be proficient in English;
- have excellent drafting and analytical skills;
- be proficient in report drafting and
- be computer literate

The successful candidate shall possess the following qualifications and skills:

- Qualification and skills
- University degree in humanities and social sciences, or psychiatry, where a university degree has been awarded on completion of at least three years study;
- In-depth expertise and knowledge of the issues covered by the Call for proposals (mental health, social assistance, community based services, deinstitutionalisation);
- Knowledge of Serbian language would be an asset;

General professional experience

- 8 years of general professional experience.

Specific professional experience

• At least 5 years of experience in fields relevant to the priorities of the Call for proposals, where such experience includes first hand involvement in community based care, direct working with beneficiaries of the Call, and familiarity with Serbian social protection and health care functioning, with particular emphasis on residential care.

- Experience in project cycle management, design and implementation of donor funded projects.

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The Grant Scheme will be part of a separate tender

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- Extensive experience in grant scheme assessment and project evaluations in field relevant to the priorities of the Call.

The position will be based in Belgrade. The indicative commencement date of the assignment is 1st November 2013. The tasks shall be implemented within a period of 61 calendar days after the commencement day, but not later than 31.12.2013. Assessors are expected to provide services in the period of time 1st November – 31st December 2013, in total duration of twenty five (25) working days per assessor. **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@otvorenizagrljai.rs no later than 21 September 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.

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