

## HUMAN RESOURCE SUPPORT FOR CRITICAL REFORM INITIATIVES

### TERMS OF REFERENCE

#### LEGAL ADVISOR FOR THE PROJECT OFFICE FOR SECTORAL DECENTRALIZATION

<b>ToR Date of Issuance:</b>	<b>Dec 14, 2017</b>
<b>Due Date for Applications:</b>	<b>Jan 15, 2018</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

Decentralization is the absolute priority in the large-scale reforms program having been implemented by the Government of Ukraine since 2014. The Ministry of Regional Development, Construction and Housing and Communal Services of Ukraine (Minregion) is the central body of the executive power to reform local governance and territorial organization of power.

To perform **general coordination of decentralization reform implementation** the Minregion in cooperation with the donor organizations has established the Central Reform Office. The key tasks of the Central Reform Office:

1. General coordination and support in decentralization reform implementation in the country, including sectoral one.
2. Program and project management.
3. Communication and support of positive image of the reform.

At the same time, the Minregion has initiated implementation of the Project Office for Sectoral Decentralization (POSD) – independent non-governmental structure financed by the donors and authorised by the Minregion to coordinate implementation of sectoral policy on decentralization in the relevant ministries and authorities. POSD operates in close cooperation with the Central Reform Office. Considering the scope of the reform, POSD will cover the following sectors:

1. Education.
2. Healthcare.
3. Finance.

#### 4. Infrastrucutre.

##### **Indicative duties and responsibilities**

- Analysis and participation in the elaboration of the legal framework for the development of sectoral decentralization in Ukraine, in particular in the areas of primary health care, secondary education, road infrastructure and intergovernmental fiscal relations.
- Analysis of the regulatory impact of the by-laws.
- Analysis and development of recommendations on harmonization of the by-laws in the areas of local self-government, their powers, functions and responsibilities.
- Participation in bringing of the national legislation in the area of decentralization and regional development inline with the EU standards.
- Legal consulting on the above issues.

##### **Preferred Qualifications and Skills**

- Master degree or equivalent in Law.
- Minimum 3 years' proven experience on the positions of Lawyer (preferably in the field of analysis and creation of state policy, state-building, local self-government).
- High level of knowledge of legislation in the field of local self-government, a clear understanding of the tasks of decentralization reform.
- Knowledge of principles of normative work and analysis of by-laws, proven skills in drafting by-laws.
- Ability to work with a large amount of information on tight deadline.

##### **Contract Duration and Timing**

The total duration of the consultancy is expected to be 6 months with possible extension. Legal Advisor will report to the Project Coordinator from the EDGE side ([www.edge.in.ua](http://www.edge.in.ua)) and under the overall supervision of the project of the Vice Prime Minister of Ukraine – the Minister of Regional Development, Building and Housing and Communal Services of Ukraine. Office will be located in the Cabinet of Ministers' premise.

##### **To apply**

Submissions must be prepared in English and delivered electronically by 17:00 Kyiv time on January 15, 2018 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;
- 3) Three references.

Please ensure to state **Legal Advisor for the Project Office for Sectoral Decentralization** in the e-mail subject line.

**Applications received after the indicated deadline or without letter of interest and three references will not be reviewed and considered.**

*Shortlisted candidates will be contacted after January 19, 2018.*

*Terms of Reference Legal Advisor for the Project Office for Sectoral Decentralization*