



EUROPEAN UNION

DELEGATION TO THE REPUBLIC OF MOLDOVA

Terms of Reference for the High Level Adviser

Background

The objective of the project is to support the Government to implement its reform Agenda and in particular to assist the government in developing the capacities required for the implementation of the Association Agreement (AA), including the Deep and Comprehensive Free Trade Area (DCFTA), as well as to ensure the necessary follow up for the post Visa Liberalisation stage. Specifically, the project aims at strengthening the policy-making at sector level, strategic planning and policy management capacities, enhancing stakeholders' knowledge and awareness of EU policies, legislation and regulations. Specific advice will be given to ensure the political, institutional and financial feasibility of the reforms in order to ensure its effective implementation.

Position Title: HLA for Confidence Building Measures

Place of work: Chisinau, Republic of Moldova

Type of Contract: Service

Duration of the Contract: initial until 31 December 2018 with possibility of extension up to 36 months.

Reporting to: Main beneficiary and to the EU Delegation to Moldova

Description of responsibilities

The Adviser will provide policy advice to Deputy Prime Minister for Reintegration Affairs on Confidence Building Measures (CBM). The Adviser will review relevant strategic policy documents, provide policy recommendation and guidance on the implementation of the EU-Moldova AA linked with his/her sector of expertise with the EU in order to enhance their ability to design and implement their Europe integration related reform agenda.

The Adviser will report to its Beneficiary and to the EU Delegation to Moldova. The Adviser will work closely with other Advisers and representatives of all other relevant projects in the sector. The Adviser will be requested to attend coordination meetings in the EU Delegation to Moldova under the leadership of the Head of Delegation in order to ensure common understanding regarding EU policies and best practices.

Key responsibilities

- To contribute to the achievement of the following specific policy objectives by the end of his/her assignment (the list of policy objectives may be revised by mutual agreement between Beneficiary and EU Delegation to Moldova):



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- Reintegration policy is strengthened through all-of-Government support.
- Inter-institutional co-ordination of the reintegration policy is improved.
- The communication strategy of reintegration policy is improved.
- Legal basis for promoting the Transnistrian conflict settlement process is established.

General tasks

- Provide strategic policy advice and guidance to the Beneficiary in line with EU policies and best practices;
- Provide sectorial advice and report to the EU Delegation whenever requested and needed;
- Provide advice regarding the political, institutional and financial feasibilities of the policy reforms;
- Provide assistance in developing, implementing and monitoring the reintegration process
- Liaise with other projects / programmes / instruments in the sector in closed coordination with EU Delegation programme manager to ensure synergy, to promote effective downstream implementation of the policies and to avoid overlap and duplication;
- Raise stakeholders' awareness of the policy implications of the Government's reform agenda and the AA implementation;
- Ensure that specific advice provided includes the following cross-cutting priority issues: fight against corruption and Transnistrian conflict resolution;
- Respect and promote EU visibility at all times.

The Adviser is required to have a substantial minimum presence in Moldova according to the budget available and operate according to the Mission's Code of Conduct, which constitutes an integral part of the contract, and a prioritised work plan.

Qualifications and skills

- University degree in Public Administration, Law, Political Sciences or any of the social sciences or equivalent professional experience of at least 12 years.
- Excellent communication skills
- Proven report writing skills
- Computer literacy
- Good knowledge of conflict management systems (e.g. UN, EU, OSCE)
- Analytical and methodological skills;
- Fluency in written and spoken English;
- A working knowledge of the Romanian or the Russian language would be an advantage.

General professional experience

- At least 12 years of general experience in international affairs from the side of public institutions (either EU MS or international organisations).

Specific professional experience (May also be included in above category where relevant)



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- Proven experience of at least 6 years in dealing with post-conflict situations, particularly in planning and coordinating policies and Confidence Building Measure activities or equivalent;
- Experience in the post-Soviet area and/or the Balkans region will be an asset;
- Experience in planning and conducting strategic communications;
- Experience in international organisations linked with the requested field of expertise will be considered as an asset;
- A comprehensive knowledge of EU external assistance programmes and policies targeted will be an asset.