

Terms of Reference
Expert in regional youth policy

Location:	Home Based
Extended Deadline:	13 August, 01.00 p.m.
Position:	Expert in regional youth policy for the elaboration of the study “Participation of youth and civil society in promotion of reforms in EaP countries”
Reference project:	Strengthening the youth cooperation in Eastern Partnership countries
CNTM strategy priority:	International Affairs
Duration of the contract:	2 months (15 August - 15 October 2012)
Working Languages:	English and Russian

1. Context

National Youth Council of Moldova (CNTM) with the support of Ministry of Foreign Affairs of Czech Republic runs till October 2012 the project “Strengthening the youth cooperation in Eastern Partnership countries”.

The main aim of the project is stimulation of youth participation in Eastern Partnership region. Partners of this project are Youth Councils from Belarus, Ukraine, Azerbaijan, Georgia and Armenia. Thus, CNTM and projects partners’ goal is to increase visibility of youth NGOs from EaP through strengthening advocacy actions and cooperation at policy level, and to promote dialogue with EU institutions at the network level.

One component of this project is elaboration of the study for identification of role of youth in promotion reforms in Eastern Partnership countries and to analyze mechanism of cooperation between civil society and public institutions in these 6 states.

CNTM engage an expert for two months which will elaborate a study regarding youth and civil society participation in promotion reforms in EaP countries. The study will be conducted between August 15th - October 15th, 2012 and it has to analyze the situation in all six EaP countries - Belarus, Ukraine, Azerbaijan, Georgia, Armenia and Republic of Moldova.

2. Objective

Hiring an expert to elaborate a study regarding role of youth and civil society participation in promotion reforms in Eastern Partnership countries.

3. Responsibilities

To achieve the objective, the contractor will be responsible for:

- Elaboration of the concept and methodology of the study.
- Analysis reports for each EaP countries and regional context in youth policy field.

- Evaluation of needs and mechanism of involvement of youth in promotion of reforms in EaP.
- Identification of problems of cooperation between civil society and public institutions for each EaP countries.
- Elaboration of the study regarding role of youth and civil society framework participation in promotion of reform in EaP countries.
- Elaboration of recommendations related to youth participation in promotion of reforms in EaP.

4. Deliverables

Deliverable	Deadline
Elaboration of the concept of the study (summary, structure) and completion of research methodology	August 24, 2012
Develop and submit a preliminary version of the study	October 1, 2012
Presentation of final version of the study	October 15, 2012

5. Financial proposal

Contractor will elaborate financial proposal according with the proposed methodology, number of days and final output. CNTM will not cover other expenses, such as communication or transportation, just the payment for the final product. The payment will be done after the final version of the study that has to be accepted by the CNTM. The financial proposal will be presented in Euro.

6. Qualifications:

- Minimum 3 years' experience in regional youth policy or international affairs.
- Knowledge of the specific of Eastern Partnership countries.
- Previous research conducted focused on regional cooperation, regional policy and / or youth policy, particularly the Eastern Partnership countries.
- Ability to analysis and compare.
- Punctuality.
- Fluency in English is required. Knowledge of Russian is an advantage.

7. Method of application and selection

Interested person must submit the following:

- CV
- Proposed methodology for the study
- List of the studies / publications / policy brief previously conducted
- Financial proposal

Applications will be evaluated based on the following criteria:

Criteria	Score (%)
Experience of the expert	30
Proposed methodology for the study	30
Research / analysis previously performed in Eastern Partnership field and / or youth	10

Fluency of English (6 points). Knowledge of Russian (4 points)	10
Financial proposal	20
Total:	100

The dossier will be sent till August 13, 2012, at 01.00 p.m. by e-mail to eduard.mihalas@cntm.md with the subject „Employment of Expert for EaP study”. All the applicants will be informed about the results until August 15, 2012.