



**МІНІСТЕРСТВО
ОСВІТИ І НАУКИ
УКРАЇНИ**

POSITION: TVET Infrastructure Expert (Category 2)

1. Objective(s) and linkages to Reforms

A Reform Support Team (RST) at the Ministry of Education and Science is a group of Ukrainian professionals (non-civil servants) funded on a temporary basis by the donors that provides targeted technical support and assists the Ministry in the design and implementation of priority reforms. The RST will assist in filling the capacity gaps in the design and implementation of priority reform strategies and programs, while strengthening links and partnerships between the Ministry's priorities and relevant donor support.

The RST is operational as of June 2019. It is currently helping the Ministry to implement two priority reforms: the general secondary education reform – the New Ukrainian School (NUS), and the reform of Vocational Education and Training (TVET).

The TVET Infrastructure Expert will be subordinated and will report to the RST Deputy Director - TVET.

2. Duration and proposed timeframe

This consultancy appointment has an estimated overall duration until 31 December 2019 inclusively. Subject to the availability of funding, MDA procedures, the performance of the selected consultant and the specific needs of the RST, this appointment may be extended.

The Consultant shall deliver services in Ukraine and for no less than working 20 days per calendar month.

3. Main Duties and Responsibilities

- Provide expertise and analysis of TVET and related policies, legislation and other relevant documents/materials, specifically those pertaining to the optimization of TVET institutions' network, facilities and equipment needs and standards;
- Provide expertise and analysis in such areas as: optimization of the national TVET schools network, assessment of national and regional infrastructure and equipment needs, ensuring accessibility and environmental sustainability of the TVET network;
- Provide identification of regions to pilot the Centres of Excellence;
- Coordinate activities of the pilot regions for Centres of Excellence establishment;
- Identification of equipment needs for new TVET-centres;
- Supervision of preparation of tender dossiers and construction works;

- Establish and build relationships with key stakeholders inside and outside the Ministry, in particular with the regional state administrations, local governments, TVET institutions in the regions;
- Data and information search, integration and analysis;
- Alignment of actions with the Directorate of vocational education and the Department on state property and enterprises.

4. Main anticipated deliverables

- Recommendations and analyses for the VET schools network optimization;
- Coordination with the regions of full inventory of the VET school buildings;
- Liaison and coordination with the donors and regions on selection of pilot regions for establishment of Centres of Excellence;
- Recommendations and briefs as to infrastructure and equipment needs and requirements.

5. Qualifications, Skills and Experience

5.1 Qualifications and skills:

- Impeccable ethical standards; excellent communication and interpersonal skills; strong organizational management, communication and presentation skills; motivated team player with ability to work independently;
- At least a Bachelor degree in the relevant field - Master degree preferred;
- PC literacy (PowerPoint, Project, Excel, Word);
- Fluency in Ukrainian and English.

5.2 General professional experience:

- More than 5 years of general professional experience

5.3 Specific professional experience:

- Minimum 3 year of specific experience in the field of procurement of infrastructure, equipment and construction works and equipment;
- Good knowledge of procurement procedures under Ukrainian legislation, including those carried out by international agents;
- Knowledge of international and EU procurement procedures would be an asset;
- Experience in working with international experts and projects;
- General knowledge of institutional framework of education sector in Ukraine;
- Experience in working in/with TVET sector or in education area would be an asset.

6. Assignment Value

The estimated monthly value of this consultancy position is in the region of EUR 800 to EUR 1400. The funding source of this assignment is the EBRD Ukraine Stabilisation and Sustainable Growth Multi-Donor Account (MDA).

Contributors to the fund are Denmark, Finland, France, Germany, Italy, Japan, the Netherlands, Norway, Poland, Sweden, Switzerland, the United Kingdom, the United States and the European Union, the largest donor.

7. Submissions

Submissions must be prepared in English only and be delivered electronically by 05.08.2019, 23:59 (Kyiv time) to the following address: rst@mon.gov.ua. All submissions must include a completed Application Form, the candidate's Curriculum Vitae and Reference Letter from a recent supervisor. Only applications which have been submitted using the correct template and are completed will be considered.

8. Selection Procedure

Following the evaluation of all applications received, selected candidates will be invited to a brief written test covering both general and technical questions in both English and Ukrainian. Only short-listed candidates will be invited to an interview.