



ROMED2 TRANSITION CALL FOR FACILITATORS

Target Countries:

Germany, Greece, Hungary, Portugal, Spain and Ukraine

DEADLINE FOR APPLICATIONS 4 SEPTEMBER 2016

ROMED2 is a Joint Programme of the Council of Europe and European Commission's DG EAC, which aims to stimulate democratic governance and Roma community participation through mediation at local level. The programme has been implemented since 2013 in 54 municipalities in 11 countries.

Over the forthcoming period, as it enters into a new phase - **ROMED2 Transition** - the Programme will remain active in close to 40 locations in **Germany, Greece, Hungary, Portugal, Spain and Ukraine** with the main objective of working towards sustainable community participation, continuous dialogue and cooperation between community representatives and local authorities.

Within the framework of ROMED2 Transition, the Council of Europe and European Union are now recruiting **facilitators** to integrate the **National Support Teams in Germany, Greece, Hungary, Portugal, Spain and Ukraine**.

About ROMED2

In the ROMED2 Programme, participation is not just another strategy or tactic used for addressing the public concerns of Roma. It is instead a means of building social capital, sustaining a democratic society and its respective institutions and transforming the civic culture of Roma citizens.

The ROMED2 Joint Programme aims to support local partners (local administration and Roma communities, including mediators and community action groups) in the implementation of context-specific, strategic interventions that will enable all parties to engage with each other in a partnership leading to a balance of power, shared resources and ultimately positive change in local decision-making for public services.

The ROMED2 approach facilitates constructive dialogue, mutual learning, shared responsibility and meaningful action both by Roma and the local administrations involved.

Our basic belief is simple: if public officials have the skills and a successful framework with which to engage in constructive collaboration with empowered mediators and community action groups to identify successful approaches, address challenges and deepen practical understanding of effective collaborative practices, they can win real change, make measurable improvements in the lives of Roma and build trust in the government and democracy.

ROMED2 interventions therefore intend to support the development of strategic and collaborative capacity through training, facilitating the framework for collaboration and meaningful advocacy actions through grants, while targeting important policy and funding moments in municipality life.

One of the leading guidelines in ROMED2 is that participation in local governance can only be effective if it is context-appropriate. ROMED2 therefore adapts its actions and activities to each country and to each selected location within these countries, so as to fit the policy cycle to the dynamics and reality of each municipality, thus bringing an additional input to existing policies and practices for an effective functioning.

During the first half of 2016, the ROMED Programme was subject to an external evaluation, one of the important conclusions of which was to build strategies for the sustainability of community participation and continuous dialogue and cooperation between community representatives and local authorities. As such, the present period of the Programme will concentrate efforts in working towards this endeavor.

Position Description

We seek proactive, creative and highly-competent facilitators possessing a solid practical understanding and experience of working with Roma communities, community-organising and local participation from the following countries: Germany, Greece, Hungary, Portugal, Spain and Ukraine.

It would be an advantage if applicants have already followed the implementation of the ROMED2 Programme.

Job Mission

Under the authority of the Special Representative of the Secretary General of the Council of Europe for Roma Issues and the Strasbourg-based ROMED team, the facilitator will perform his/her tasks in accordance with priorities set in the ROMED2 Programme in coordination with the National Project Officer or National Focal Point and National Support Team with a concern for quality, efficiency and accuracy.

Key Activities

Selected facilitators will participate in and perform the following activities:

- attend local and national meetings as required by the ROMED Management Team and the National Project Officer or National Focal Point;
- further identify members of the community to be involved in the local activities of the Community Action Group and support their participation in same;
- plan, implement and facilitate several meetings of the Community Action Groups in the participating municipalities according to the established national work plan;
- provide input to community members on structures, power relationships and decision-making mechanisms at local level and provide information about key opportunities to be addressed by the Community Action Group;
- update staff of the local institution(s) on the progress of community-based activities, assist in the design of the draft Joint Action Plans and select the priority issues at local level together with the Community Action Group in order to plan the process and establish concrete cooperation with local authorities;
- assist public institution(s) in implementing decisions and commitments by, among others, submitting written notes about the key dysfunctions of public service;
- attend a specific preparatory meeting with a focus on these tasks and training activities, both at community level and at the level of the institution(s);
- prepare the different training sessions and workshops in advance, based on the Guidelines for Facilitators of the ROMED2 Programme and the methodological instruments delivered for this purpose by the Council of Europe;
- participate in the implementation, monitoring and evaluation of the Programme as a member of the National Support Team of ROMED2 in the respective country;
- share knowledge and experiences on community development, local policies, Roma mediators and challenges to the human and social rights facing Roma people in disadvantaged situations with the network of facilitators of the Programme;
- contribute to raising the visibility of this Joint Programme of the Council of Europe and European Union in the target countries;
- comply with requests from the National Project Officer and/or National Focal Point, as well as the ROMED Management Team, concerning communication and reporting;
- provide one Facilitator Report (FR) within one week of each intervention in the specified municipalities through the online reporting system in accordance with the user guide provided by the Secretariat.

Required Competencies

Applicants should possess the following:

Facilitation/Training Skills:

- previous experience of training on Roma issues, preferably in the areas of inclusive good governance, community mobilisation, organising and development, local policies, democratic participation, education, health or employment;

- a minimum of three years of experience in the training of adults, preferably in intercultural and human rights issues;
- knowledge of training and working methods, particularly in the field of non-formal education;
- ability to adapt and develop training programmes and knowledge of the ROMED2 Guidelines for Facilitators will represent an advantage.

Professional and Technical Competencies:

- in-depth knowledge of issues related to the field of training (democratic participation, good governance, local, policies, school, health, youth or employment), including legislation in the target country;
- good knowledge of the institutional framework in national and local administration, education, health or employment and of the relevant administrative and legal issues concerning the Roma communities and the work of mediators;
- experience of cooperation with Roma organisations and understanding of the Roma social, cultural and traditional environment;
- ability to draft analytical reports related to the facilitation and training sessions he/she is appointed for;
- coaching skills with a particular focus on Roma communities and public administration at local level (urban and rural administrative entities).

Interpersonal skills:

- teamwork, leadership, ability to build and maintain relationships and networks, diplomacy.

Communication and linguistic skills:

- good knowledge (oral and written) of English;
- very good knowledge of the official language of the country of application;
- knowledge of other European languages, in particular any of the languages spoken in the countries selected for the training programme and of the Romani language would be advantageous;

Personal attitudes:

- initiative and responsibility, result orientation and sense of continuous improvement, concern for quality and efficiency, adaptability, self-management and development.

Personal values:

- integrity, loyalty, discretion, respect for human rights and diversity.

Required Availability

Applicants should be available to:

- commit to a consultant contract signed with the Council of Europe which will be proposed to successful applicants based on the needs of the Programme;
- travel regularly to the assigned localities and to national and possibly international meetings in accordance with the needs of the Programme.

Contractual Format and Fees for the Facilitator

In return for the fulfilment of the tasks and obligations established in the consultant contract, the Council of Europe will pay an agreed fee. This fee will be determined by the Council of Europe depending on the experience of the applicant and the concrete action plan established with the ROMED2 National Support Teams, on inter alia the number of selected municipalities in the country and the existing support structures for the successful implementation of the Programme.

The ROMED Programme covers the costs related to participation, local travel, subsistence and accommodation (when needed) during the facilitation and training sessions. A training fee will be paid, subject to completion of the whole process and the submission of the due report(s) within the specified deadlines.

Application Procedure

This call is open for expressions of interest for applicants from Germany, Greece, Hungary, Portugal Spain and Ukraine. Applicants should be a citizen and/or resident of the country s/he is applying for.

Applications should be made **in English** and include:

- a motivation letter of one page maximum, specifying the targeted country and including contact details (email and mobile phone);
- an up-to-date Curriculum Vitae including the contact details of two referees.

Please send your completed application to romed@coe.int, specifying in the Subject Field "SURNAME/FAMILY NAME, Country, Facilitator Application", by 4 September 2016 (midnight Central European Time) at the latest.

The Council of Europe welcomes applications from all suitably qualified candidates, irrespective of gender, disability, marital or parental status, racial, ethnic or social origin, colour, religion, belief or sexual orientation. Nevertheless preference will be given to qualified applicants of Roma origin.

Selection Procedure

Selection shall be made by the Council of Europe Secretariat (Support Team of the Special Representative of the Secretary General for Roma Issues). The Council of Europe may require telephone interviews with preselected applicants.

Successful candidates will be informed by email by close of business on 12 September 2016.

Consultant contracts with facilitators will be formulated by the Council of Europe, subject to the continuity of the Programme and availability of funding.

Please note that **your submission will not be considered as an application for an open position (job). Contracts shall only be offered to selected candidates according to the actual needs in the field. Late applications will not be taken into consideration and no personal correspondence can be entered into.**

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