

**National Project Officer and/or National Focal Point
for the Council of Europe/European Commission
Joint Programme - ROMED2 Transition**

**ROMED2 TRANSITION
CALL FOR EXPRESSIONS OF
INTEREST**

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 and ROMED2 Transition, the Council of Europe and European Union are now recruiting consultants to act as **National Project Officers and/or National Focal Points to coordinate 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 endeavour.

Position Description and Role of the National Project Officers and National Focal Points

The National Project Officer and National Focal Point representing the Council of Europe and European Commission in the field will, together with the National Support Organisation, secure the successful coordination at national level of the ROMED2 Programme and support the Programme's municipalities, mediators and Community Action Groups in the implementation of the Programme at local level.

Some of the specific tasks of the National Project Officer and National Focal Point will be to:

- coordinate the work of the National Support Team (facilitators) of the Programme in close connection with the National Support Organisation(s);
- provide the Secretariat with trimestrial workplans and budgets for the operational costs related to the national implementation of the Programme and coordinate the execution of these plans and the management of the respective funds;
- assist in the organisation of national meetings and workshops;
- facilitate the sustainability of the process at local level;
- regularly organise field visits and meetings with mayors/local administration, community action groups and community representatives and facilitators and other resource persons.

- assist the mediators/local facilitators in the mobilisation of the Community Action Groups at local level;
- assist the local authorities of the participating municipalities in the planning of specific measures to address the needs of the Roma communities in the municipality, through a participatory planning process and by engaging the available human resources from the Community Action Groups;
- assist and coach local authorities in their relationships with the relevant national authorities in the field of social inclusion;
- establish, based on a calendar of activities, regular contacts and working relationships with the national management authorities of relevant EU funds and other relevant donors at national level who can support the priorities established in the local action plans;
- report on the situation of the municipalities and provide regular updates through the Programme's online reporting system (Trimestrial National Reports and Municipality Reports, updates of Municipality Pages etc.);
- inform the Council of Europe of relevant developments in the field of social inclusion and work with vulnerable (disadvantaged) groups in the country (i.e. in connection with the National Roma Strategy, concerning the recognition and institutionalization of mediation, good and inspirational practices, etc.
- identify and suggest the necessary adjustments for the improvement of the local implementation of the Programme;
- participate in meetings with the various NPOs/NFPs of the Programme's operating countries and as convened by the Programme's Management Team (accountability and benchmarking to discuss and review strategy and developments).

Required Competencies and Experience

Applicants should possess the following competencies and experience:

- solid experience of working with Roma communities at local and national level, together with concrete knowledge of the challenges faced by those Roma communities in the respective country;
- solid 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;
- knowledge of national and local public policies for Roma communities;
- good command of English and strong reporting skills;
- good understanding of local policies and practices related to local democratic governance (local processes of participatory decision making and community participation);
- experience in carrying out activities of community development and networking and awareness of community organising, knowledge of the ROMED2 Programme methodology would be advantageous;
- solid understanding of the mechanisms, manifestations and consequences of multiple forms of discrimination and their impact on the lives of people;
- experience with European and/or international funded projects;
- awareness of existing programmes of the Council of Europe, European Union and other institutions related to Roma;
- experience of cooperation with Roma organisations and understanding of the Roma social, cultural and traditional environment;

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:

- proactivity, sense of commitment, result orientation and sense of continuous improvement, concern for quality and efficiency, adaptability, self-management development and respect of deadlines.

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; the contract will cover the duration of the next period of implementation of the Programme, the exact duration and start date of which will be established with the consultant based on the development of the Programme in the respective country;
- travel regularly to the Programme’s localities and to national and possibly international meetings in accordance with the needs of the Programme.

Contractual Format and Fees for the National Project Officer and National Focal Point

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). The payment of fees will be done in instalments and is subject to completion of the whole process and the submission of the due report(s) satisfactorily 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, NPO/NFP 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 NPOs/NFPs will be formulated by the Council of Europe, subject to assessment of performance and 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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