



European Union High Level Policy Advice Mission to the Republic of Moldova

Terms of References for the Mission Advisers

The overall objective of the project is to provide high level policy advice to the Republic of Moldova in the overall implementation of the Government Programme “European Integration: Freedom, Democracy, Welfare” 2009-2013, with particular focus on the EU integration agenda, economic recovery and reforms. The support will be given through to the main institutions including the Prime Minister’s Office (focusing on Public Administration Reform & Decentralization and Communications), the Ministries of Justice, Economy, Interior, Agriculture, Finance, the Tax Inspectorate and the Public Procurement Agency, and support them in their efforts of designing, implementing and monitoring relevant policies and measures. For this purpose the mission will deploy 9 advisers in order to realize the project’s main objectives. The scope of work, responsibilities and requirements for each adviser is provided below:

Adviser to the Ministry of Internal Affairs

General scope of work

The adviser to the Ministry of Internal Affairs will act within the Mission’s overall framework with specific focus on the justice and home affairs. He/she will advise on institutional and legislative framework for the police service reform, upgrading the Ministry of Internal Affairs capacity to ensure its role in the rule of law enforcement and negotiation of Moldova’s Association Agreement with EU. The adviser will report to the Chief Adviser and will be the lead sector expert and coordinate short term and local experts’ work within the Mission on this particular component.

He/she will review all strategic policy documents, conduct independent research for needs assessments. Recommendation reports will be produced at the initial stage. Further guidance, policy papers, reviews and recommendations will be provided to the Ministry leadership for the purpose of designing, implementing and monitoring proper policies and programs for the implementation of the Government Program, its Stabilization and Economic Recovery Plan. The adviser will also provide strategic recommendations on ad-hoc basis, participate in policy debates, keep abreast of developments and inform Mission Chief Adviser on trends, problems and needs, as well as response strategies.

Key responsibilities may be summarized as follows:

- Provision of policy advice to the leadership of the Ministry of Internal Affairs with reference to the implementation of the Government Programme document, Stabilization and Economic Recovery Plan, negotiation of Moldova’s Association Agreement;
- Provision of strategic advice and expertise to the Ministry of Internal Affairs on police service reform, upgrading the institutional and legislative frameworks in line with the EU standards and principles;
- Development of reports for assessing particular capacity needs, elaboration of recommendations for capacity development responses, advise on design of monitoring and evaluation tools;
- Maintaining regular communications with the sector officials, partner organizations, other institutions involved into implementation of the Project under each relevant component;



- Provision of relevant advice to the Chief Adviser and to the European Union Delegation, if delegated by the Chief Adviser, in terms of implementation of Mission's mandate and other relevant EU-Moldova agreements in the area of expert's responsibility.

Requested Profile:

Qualification and skills

- Master Degree (Law, Public Administration, Economics, or similar) or equivalent working experience in the sector;
- Knowledge of EU programs and policies;
- Fluency in English. Knowledge of other EU languages is an asset;
- Good working knowledge of Romanian or Russian is an asset;
- PC literacy, excellent writing and communication skills;
- Full time commitment is an asset.

General professional experience

- Minimum 12 years working experience in the area of expertise;
- Minimum 5 years experience in similar positions of advisory for and/or implementation of reforms (legal, police and public administration), in providing advice to policy makers on related reforms issues, or in capacity building in EU or ENP and candidate countries;
- Experience in national negotiations of EU integration is an asset;
- Previous knowledge of the EU-Moldova relations and of Moldovan state institutions is an advantage.

