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## Integrated Migration Local Development Programme

### Terms of Reference

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Job title:	International Consultant to Support the evaluation of National Employment Strategy and design a new strategic framework in this area
Duty Station:	Chisinau Moldova
Section/Unit:	Integrated Migration Local Development Programme
Type of Contract:	Individual Contract
Starting Date:	30 October 2015
Duration of Assignment:	7 months, estimated workload 45 days

### Job Content

#### I. BACKGROUND

The Government of Moldova explicitly acknowledges its commitment to generate employment and link migration and development at the local level. Institutions at all government levels are becoming increasingly aware that migration is one of development factors; this is especially true for emigrants and their potential support to the home communities through local essential service improvement (water, sanitation, education, health and social services), skill and knowledge transfer and income generating opportunities.

Given the stringent need to further advance with the implementation of the Decentralization Strategy and embedding migration aspects into development processes, the State Chancellery together with United Nations Development Programme have designed a new Programme phase of the Integrated Migration and Local Development Programme. The project is designed to support Central Public Authorities (CPAs) and LPAs to develop and implement strategic policies, methodologies and procedures related to temporary, permanent and circular migration and link them to local development processes, which will enable further design and implementation of joint service improvement and income-generating initiatives, ensuring equal access for women, children, young people the elderly, the disabled, and other population groups in selected localities. Moreover, the project is developed as a replicable approach with potentials for scaling up, with intensive capacity building and strengthening of national and local public authorities to better plan, manage, budget, and implement inclusive public service management with participation of community members, including migrants.

Thus, as seen above, integrating migration into local development requires a systematic, tangible and programmatic approach. The current project is proposed on the basis of the results achieved during the implementation of 3 phases of JILDLP (2007-2015), which has put a series of methodological approaches and strategic frameworks in place. It supports integrated and systematic local development planning and management, by tackling both central and local levels.

The Overall Objective of the Programme is: *Communities affected by migration benefit from improved essential local services, namely water and sanitation, health, social and education services, and have access to income-generating opportunities, including improved employment reintegration support for returnees.*

Considering the specific local development context, current situation and needs, the project sets two primary outcomes:

Outcome 1: The Ministry of Labour, Social Protection and Family and the National Employment Agency have mandates, capacities and resources to provide qualitative employment reintegration services to all returnees.

Outcome 2: Local public authorities have the capacities and resources to engage with community members, including migrants, and to promote know-how transfer from abroad with a view to improving local essential services and offering opportunities for income-generating activities.

The intervention supports the implementation of national development priorities, while responding to challenges of European Union driven reform. It is built on the priorities of the Government Programme 2015-2018, the National Development Strategy Moldova 2020, the National Decentralization Strategy 2012-2015, the Strategy on Migration and Asylum, the United Nations Partnership Framework (for 2013-2017), and Swiss Cooperation Strategy Republic of Moldova 2014-2017. In order to ensure an impact maximization and tangible results, the project intervention envisages strong synergies with BRD/IOM and NEXUS, as part of the programmatic intervention funded by Swiss Cooperation Office SDC.

## II. SCOPE OF WORK

The **overall objective** of the International Consultant's assignment (hereinafter Consultant) is to provide substantive expert consultancy and policy support to MLSPF in the process of the evaluation of National Employment Strategy and design of the new strategic framework in this area, taking special account of integrating and mainstreaming migration aspects in this policy document.

The Consultant will contribute to successful achievement of the Programme's Outcome 1; Output 1.1. *Ministry of Labour, Social Protection and Family (MLSPF) and Territorial Employment Agencies (TEA) have the necessary policy, institutional, budgetary frameworks for provision of employment reintegration services.* Under this Output, the project will support the MLSPF in designing and promoting the New National Employment Strategy, integrating migration aspects. This activity comes to generate new employment opportunities, enhance the successful transition to formal employment, facilitating the migrant jobseekers need for employment and contributes directly to the implementation of the National Action Plan for the Implementation of the RM-EU Association Agreement on the creation and implementation of strategic employment policies. This particular consultancy will be co-coordinated by UNDP together with ILO.

## III. TASKS AND ESTIMATED WORKLOAD

The assignment will require the completion of the following tasks:

Tasks and Activities	Estimated workload (days)
1. Support the MLSPF in assessing the degree of implementation of the current National Employment Strategy, which will serve as a basis for the development of a new strategic framework	6
2. Assist MLSPF in the design of the new national strategic document and action plan on employment, embedding migration aspects, mainstreaming gender equality and considering regional experiences. The new strategic document shall be elaborated in accordance with the national requirements for such policy documents and relevant ILO technical experience on supporting the design of National Employment Strategies.	22
3. Design and support the delivery of a series of trainings and workshops to build	8

the capacities of MLSPF in the field of developing and implementing strategic documents on employment, embedding migration aspects, mainstreaming gender equality and considering regional experiences – at least 2 trainings	
4. Provide, in coordination with ILO, methodological guidance to the MLSPF and the National consultant in organizing at least 10 public consultations (3 in Chisinau and 7 regionally) on the draft National Employment Strategy with all relevant stakeholders. The public consultations shall be organized in close coordination with The Ministry of Labour, Worker Organizations and Employer Organizations, as well as consulting with other organizations such as TEAs, CALM, NEXUS and JISBs	4
5. Assist the MLSPF in analysing and incorporating feedback received from public consultations with the stakeholders'. Support the MLSPF in the promotion of the document	3
6. Draft Final Activity Report	2
<b>Total up to</b>	<b>45</b>

#### IV. DELIVERABLES AND TIMEFRAME:

The assignment should be carried out within a period of 6 months, not exceeding 45 working days

Deliverables	Timeframe
1. Progress Report on inception activities , including methodological documents (interview sheets, questioners, etc)	15 November 2015
2. Assessment Report on the degree of the implementation of the current National Employment Strategy and its Action Plan	15 December 2015
3. Short overview of international practices development and employment national policy documents, including on integrating migration aspects.	20 January 2016
4. First draft New strategic document and action plan on employment designed and endorsed by UNDP	20 March 2016
5. New strategic document and action plan on employment designed endorsed by the MLSPF and shared with stakeholders for comments, embedding migration aspects, mainstreaming gender equality and considering regional experiences	30 March, 2016
6. A series of trainings and workshops designed and supported to MLSPF representatives - at least two trainings	30 April 2016
7. Feedback received from consultations with stakeholders incorporated into the new National Employment Strategy	30 April 2016
8. Final Activity Report	30 May 2016

#### V. MANAGEMENT ARRANGEMENTS:

To fulfil the bellow-mentioned tasks the International Consultant will work in a team with a National Consultant (hired under a different ToR by UNDP Moldova) under the supervision of the Policy Component Manager of the Integrated Migration Local development project, and in very close coordination with the MLSPF and the International Labour Organization National Coordinator in Moldova and the Skills and Employment Specialist for Central and Eastern Europe.

The International Consultant will have a leading and guiding role of the entire process, including the work of the National Consultant, and will be responsible for the quality of all deliverables.

It is envisaged that the Consultant will work online /home based for completion of tasks. Availability for periodical online meetings is required.

The Consultant will be required to have three trips to Chisinau (up to 4 days stay long each). First during November 2015 (associated with Task 1 from the above table); second – during February - March 2016 (tbc at a later stage; associated with Task 2 from the above table); third – during April 2016 (tbc at a later stage; associated with Task 3 from the above table).

All deliverables shall be endorsed by the ILO National Coordinator and IMLDP/UNDP Project Manager.

## VI. FINANCIAL ARRANGEMENTS

Applicants are required to submit an aggregated financial offer ("aggregated financial offer" is the total sum of all financial claims of the candidate for accomplishment of the task), which includes proposed consultancy fee, travel costs, visa costs (if required), per diem (for accommodation, meals and local transport / communication). In general, UNDP shall not accept travel costs exceeding those of an economy class ticket. The consultant will be provided with the necessary administrative and logistical support to enable them deliver on the expected outputs.

Payment will be disbursed in two instalments upon submission and approval of deliverables and certification by the UNDP Programme Manager that the services have been satisfactorily performed.

### **Documents to be included when submitting the proposals:**

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

1. Proposal: explaining why they are the most suitable for the work including past experience in similar evaluations (brief information on each of the required qualifications, item by item);
2. Financial proposal (in USD, specifying a total requested amount per day, including all related costs, e.g. fees, per diems, travel costs, phone calls etc. );
3. Duly completed and signed P11 Form, and at least 3 contacts for references.

## VII. QUALIFICATIONS AND SKILLS REQUIRED

### I. Qualifications:

- Master Degree in economics or related social sciences, public administration or related areas.

### II. Experience:

- At least 7 years of professional working experience in the field of employment, labour market dynamics, adult training policies, programmes employability, with substantial recent work experience in the field, migration etc.;
- Proven work experience in public administration related to employment or employability, employment agencies, other relevant public institutions;
- Proven experience in developing analytical reports and conducting research on employment, migration, decentralization, local governance, public finances;
- Proven experience in developing and delivering training programs for central and local governments, employer organizations, worker organizations, NGOs, etc.;
- Previous experience in development assistance or related work for a donor organization, consulting company, or NGO. Previous experience in working with UN agencies or international organizations is an asset.

### III. Competencies:

- Demonstrated capacity of team-orientation work, excellent planning and organizational skills;
- Strong, research, communications and writing skills;
- Excellent command of English knowledge of Romanian and Russian will be considered an advantage;
- Sensitivity and respect for sustainable development, human rights and gender equality;
- Ability to deal with people with tact and diplomacy;
- Ability to achieve results and deadlines in a timely manner, maintaining a high standard throughout;
- Proven commitment to the core values of the United Nations, in particular, respecting differences of culture, gender, religion, ethnicity, nationality, language, age, HIV status, disability, and sexual orientation, or other status

The United Nations Development Programme in Moldova is committed to workforce diversity. Women, persons with disabilities, Roma and other ethnic or religious minorities, persons living with HIV, as well as refugees and other non-citizens legally entitled to work in the Republic of Moldova, are particularly encouraged to apply.