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## TERMS OF REFERENCE

<b>Job Title:</b>	<b>National consultant to develop the first Policy Brief on access of Roma population to labor market.</b>
<b>Type of Contract:</b>	<b>Individual Contract (IC)</b>
<b>Duty Station:</b>	<b>Chisinau, Moldova</b>
<b>Expected workload:</b>	<b>15 working days;</b>
<b>Duration:</b>	<b>November-December 2012</b>

## BACKGROUND

Social protection of Roma represents one of the key challenges for Moldova's development agenda given the exposure of this group to various forms of social exclusion, particularly under the current crisis conditions. The Moldovan Government as reflected by the development and adoption of several operational instruments, including the Action Plan for supporting Roma in the Republic of Moldova (2011-2015), increasingly recognizes this. The donor community and UN Family specifically, strongly supported the Government's efforts through quantitative and qualitative research and capacity building activities that have served to enhance the national dialogue on Roma situation in Moldova, as well as providing a platform for the development of sound policies and the implementation of comprehensive programs of Roma social inclusion. In 2007, for instance, UNDP has commissioned the development of the first comprehensive national report "Roma in the Republic of Moldova" which prompted national key stakeholders for more action. The UNCT has embedded relevant aspects related to Roma inclusion into its strategic planning for the next five years. The new UNPF (2013-2017) recognizes the need for measures that would lead to inclusive economic development and ensure equal opportunities and rights in access to various services for many vulnerable categories of population, including Roma. Targets for Roma inclusion are explicitly included in the UNPF in the field of education. In 2008, the Parliament approved the Law on Social Welfare that proves on a comparative basis being a more efficient instrument in targeting the most vulnerable households and guaranteeing minimum level of income and floor for social protection. Nonetheless, the extent to which Roma households get access to these and other benefits, access to health insurance and education services and labour market in particular, continues to be rather problematic.

## CONTEXT

The Ministry of Labor, Social Protection and Family (MLSPF) is one of the key responsible parties in the implementation of draft Action Plan to address the CESC recommendations. In particular, Observation 8 of the CESC's Concluding Observations for Moldova (2011) encourages state actors to intensify efforts for solving the social and economic problems faced by Roma, through efficient implementation and mobilization of resources in the framework of the Action Plan for supporting Roma (2011-2015). Besides recommending measures to ensure social inclusion of Roma through increased access to various services, the Committee also suggests the development and institutionalization of the *community mediators' network* to facilitate the interaction between Roma and LPAs, medical personnel, employers, etc. The development of such network and embedding it into related regulatory framework lies with the competences of the MLSP. Unfortunately, MLSPF lacks needed capacities in this particular field and therefore external support may play a catalytic role in advancing achievement of these goals. Along same lines, it is important to underline that access of Roma to labour market may increase with the institutionalization and proper functioning of such network. Nonetheless, for this to happen, there is a stringent need to ensure that a focused study on the access of Roma to labour is performed and will assist the mediators, key decision makers in better target future interventions.

#### **OBJECTIVES OF THE CONSULTANCY ASSIGNMENT**

In view of the institutionalization of the network of community mediators and ensure maximum efficiency of the named network, in particular as it regards the ability of the mediators and other linked personnel in LPAs to contribute to better access of Roma to local labour market, the national consultant is expected to develop a policy brief focused on the potential for access of Roma to local labour market, key constraints to such access and key policy recommendations that would streamline the functioning of the mediator's network so that access to labour is guaranteed and maximized. The consultant shall take into consideration the ongoing mapping of all communities/localities with relatively densely Roma population, in particular those that are not covered by other related initiatives conducted by UN agencies. To mention that UNDP RBEC is coordinating a major regional data-gathering activity focused on Roma population, including in Moldova. UNDP is also supporting the establishment of the UNPF baseline for Roma access to education and health. The mapping would result in integrating the current national and regional efforts and deliver one single mapping report for all estimated 47 or so such localities. Mapping of localities is key in successful implementation of the mediators network.

#### **SCOPE OF WORK AND EXPECTED OUTPUT**

The national consultant will desk review all existing surveys and recent analysis on access of Roma to various services, including in particular labour market; will constantly communicate and interact with the national team of expert currently involved in the mapping of the relatively densely populated Roma communities, will apply various techniques to collect additional information where needed, and will finally develop a policy brief that would suggest feasible policy recommendations to maximize access of Roma to local labour market and labour opportunities. The policy brief will mainly focus on: current situation in access to labour market, key current and prospective constraints; key constraints as perceived by Roma people; key feasible ways to improve the functioning of the network of mediators so that access to labour is maximized and constraints removed; key policy recommendations at various levels and with various time horizons, particularly by taking into account the existent policy framework and budgetary constraints.

#### **KEY EXPECTED DELIVERABLES**

Deliverable	Deadline
Desk review of the previously performed analytical work on access of Roma to labour market (up to 3 days)	November 23, 2012
Development of methodological toolkit, including individual and group questionnaires; perform at least 2 focus groups (with Roma youth and Roma from remote villages with very limited and no access to labour opportunities); conduct in-depth individual interviews where necessary with Roma population, network mediators, representatives of LPAs, so that to validate key findings and policy messages. (up to 6 days)	December 7, 2012
Development of the Policy Brief on "Access of Roma to labour market: key opportunities and challenges" (in line with UNDP Policy Unit standards for such analytical products) (up to 6 days)	December 17, 2012

## METHODOLOGY

### Quantitative data collection

The national consultant shall consult all available statistical data on Roma. UNDP will guarantee that access to the 2011 regional survey on Roma will be made available. In addition, access will be granted to the individual and LPA related questionnaires collected in the framework of the same project.

### Qualitative data collection

The national consultant will develop the toolkit for the two focus groups planned to address youth of Roma origin and Roma population in most remote villages. Such focus groups may be conducted in Chisinau or outside, depending on the cost and availability of participants. The cost of such interviews shall be included in the total lump sum for the consultancy services.

## ORGANIZATIONAL SETTING

The consultants will work under direct supervision of UNDP Programme and Project staff and in close collaboration with the Ministry of Labor, Social Protection and Family.

## SKILLS AND EXPERIENCE REQUIRED

- Advanced degree in Law, Social Science, Economics or other relevant fields;
- At least 5 years of proven analytical skills and previous experience in mapping of communities, analysis of local social and economic needs;
- At least 5 years of demonstrated experience in comparative analysis, research, monitoring, assessment/evaluations in social inclusion and human rights areas;
- Familiarity with the situation of Roma population in Moldova and its regional aspects;
- Knowledge of the national regulations, including institutional, legal and policy frameworks, in the area of social inclusion, mainly related to Roma population;
- Excellent communication and teamwork skills;

- Working knowledge of Moldavian/Romanian and Russian. Knowledge of English and Romani will be an advantage;
- Working knowledge of one or more additional languages relevant for Moldova, including Bulgarian, Gagauzian, Ukrainian or sign language is an asset;
- Adheres to the core values of the United Nations; in particular, is respectful of differences of culture, gender, religion, ethnicity, nationality, language, age, HIV status, disability, and sexual orientation, or other status.

The UNDP 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.

#### **PERFORMANCE EVALUATION**

Contractor's performance will be evaluated against timeliness, responsibility, initiative, communication, accuracy, and overall quality of the delivered products.

#### **FINANCIAL ARRANGEMENTS**

Payments will be disbursed in two installments, upon submission and approval of deliverables and certification by UNDP Project Manager that the services have been satisfactorily performed.

## **STANDARD UNDP POLICY BRIEF – STRUCTURE**

Executive Summary (up to 1 page)

Section A (up to 2 pages): Context and importance of the problem; general overview of the current situation in access of Roma to labor market and related opportunities; access of youth of Roma origin to labor market; key available data.

Section B (up to 4 pages): Results of the qualitative data collection; voices of Roma people and their view on the existing constraints and opportunities; possible ways in which the mediator's network may assist them in getting access to labor opportunities;

Section C (up to 4 pages): Key policy recommendations; recommendations shall take into consideration the existing constraints, be realistic, reflect different levels and take into consideration various time horizons and budgetary constraints.

Conclusions.

Section D: Appendices

Section E: Sources consulted or recommended