



Expert on Regional Development and Decentralisation

1. Objective(s) and Linkages to Reforms

The Recovery and Reform Support Team (RST) at the Ministry for Development of Communities and Territories of Ukraine (MDCT or Ministry) is a group of Ukrainian professionals (non-civil servants) funded on a temporary basis through the Ukraine Recovery and Reform Architecture (URA)¹ programme that provides targeted technical support and assists the Ministry in the design and implementation of priority reforms. The RST will assist in filling capacity gaps in the design and implementation of priority reform strategies and programmes, while strengthening links and partnerships between the Ministry's priorities and relevant donor support.

Priority areas for the RST at the Ministry for Development of Communities and Territories of Ukraine will be:

- Transport Infrastructure;
- Municipal Infrastructure;
- Regional Development and Decentralisation;
- Digitalisation;
- Public Administration Reform and Capacity Building.

In terms of Regional Development and Decentralisation, the Ministry for Development of Communities and Territories of Ukraine has achieved significant progress since 2015, when a process of amalgamation of territorial communities on a voluntary basis started, and a new framework for regional policy launched in 2019. Further developments in the mentioned fields are needed, considering the challenges that territorial communities and subnational governments are facing during the full-scale Russian aggression. Issues such as administrative capacity and the ability to plan, implement, and oversee recovery and modernisation projects as well as provide high-quality public services, need to be strengthened.

2. Position and Reporting Line

Expert on Regional Development and Decentralisation will support the implementation of decentralisation reform and regional policy in close cooperation with subnational governments. This includes assisting in building the administrative capacity of the Ministry and subnational governments (oblast state administrations and local self-governments) to enhance their ability to perform effectively.

A highly qualified professional is required to coordinate activities, develop project/working plans, maintain stakeholder relationships, and provide consultancy advice and organisational support. The expert will work closely with the Deputy Minister responsible for decentralisation reform and regional development, as well as with the relevant structural departments of the Ministry.

¹ Ukraine Recovery and Reform Architecture (URA) is a comprehensive technical assistance programme deployed by the European Bank for Reconstruction and Development (EBRD), in partnership with the European Union, to support critical recovery and reform processes in Ukraine. URA is financed from the Ukraine Stabilisation and Sustainable Growth Multi-Donor Account (MDA) managed by the EBRD.

Expert on Regional Development and Decentralisation will be a full-time consultant at the RST and will report to the RST Senior Project Manager (SPM) on Regional Development and Decentralisation and contribute to the implementation of related initiatives, ensuring capacity development at the Ministry and its subordinated governments.

3. Duration of the Assignment

The consultancy appointment is expected to start in February 2025. Duration of the assignment is subject to the availability of project funding, the consultant's performance, and the specific requirements of the RST.

4. Main Duties, Responsibilities and Deliverables

Main duties and responsibilities

The expert is expected to:

- support the SPM in coordination of regional policy and decentralisation reform implementation and capacity building activities in the Ministry;
- provide expert and legal assistance to the expert groups under the Sectoral Working Group on Decentralisation and Regional Policy, review and analyse their deliverables;
- assist the Ministry in implementing structural and functional changes, aligning with European Commission recommendations on Ukraine's accession (Chapter 22) and governmental plans;
- organise training sessions, workshops and other educational activities for the Ministry's staff to promote their professional development;
- provide legal and analytical support to update legislation on decentralisation and regional policy in compliance with EU requirements;
- assist in drafting legal regulations to implement the principles of subsidiarity and multi-level governance;
- work on presentations, organise conferences and related events to promote regional policy and decentralisation reform;
- support the development of the Ministry's information policy and strategy in the field of decentralisation and regional policy;
- participate in preparing working plans, roadmaps, strategies, project plans, and policy papers to advance decentralisation reform and regional policy;
- monitor and report on the status of initiatives related to decentralisation and regional development to donors and stakeholders;
- perform other responsibilities as assigned by SPM on Regional Development and Decentralisation and/or the RST Director.

Expected deliverables:

- Reviewed and analysed deliverables from expert groups under the Sectoral Working Group on Decentralisation and Regional Policy;
- comprehensive legal and analytical assessments aligned with EU requirements;

- implementation plans for structural and functional changes in the Ministry, addressing European Commission recommendations;
- draft legal regulations incorporating subsidiarity and multi-level governance principles;
- updated legislative proposals on decentralisation and regional policy, ensuring compliance with EU requirements;
- developed working plans, roadmaps, strategies, or project plans to advance decentralisation and regional policy reforms;
- regular updates on the progress of regional policy and decentralisation reform implementation;
- refined information strategy for decentralisation and regional policy, including communication plans.

The specified lists of the scope of work, services and expected deliverables can be modified and supplemented on request from the Ministry and in agreement with the EBRD and the EU Delegation to Ukraine.

5. Qualifications, Skills and Experience

5.1 Qualifications and Skills:

- At least a Bachelor's degree in Public Administration, Public Affairs, Public Policy, Political Science, Law or other relevant field; Master's degree is an advantage;
- good understanding of Decentralisation reform in Ukraine and relevant regulations/legislation;
- strong analytical, communication and presentation skills;
- impeccable ethical standards, and outstanding leadership skills;
- PC literacy in Microsoft software (PowerPoint, Excel, Word, Project), Google Apps (Gmail, Calendar, Google Docs);
- fluent Ukrainian and English.

5.2 Professional Experience:

- Minimum 5 years of general professional experience;
- at least 3 years of experience in public sector, local self-governance consulting or related areas.

5.3 Other Competencies:

- Proven knowledge and professional experience in local self-governance and administrative division of powers;
- proven knowledge of Ukrainian legislation on public administration and local self-governance;
- familiarity with current Ukraine's reform agenda, good understanding of policy formulation processes and policy dialogue;
- experience with government entities and their mandate and processes is an asset.

6. Funding Source

The funding source of this assignment is the EBRD Ukraine Stabilisation and Sustainable Growth Multi-Donor Account (MDA). Contributors to the MDA are Austria, Denmark, Finland, France, Germany, Italy, Japan,

Latvia, the Netherlands, Norway, Poland, Sweden, Switzerland, the United Kingdom, the United States and the European Union.

Please note, selection and contracting will be subject to the availability of funding.

7. Submissions

Submissions must be prepared in English only and be delivered electronically by February 06, 2025, 23:59 (Kyiv time) to recruitment.rstmctid@gmail.com

All submissions must include:

- a completed [Application Form](#);
- the candidate's Curriculum Vitae;
- [NDA form](#);
- contact details of three referees who, if contacted, can attest to the professional and/or educational background of the candidate.

Important notice: only Ukrainian nationals are eligible to apply; civil servants are not eligible to apply unless 6 months have elapsed since they left such employment.

Only applications, which have been submitted using the correct template and are fully completed, will be considered.

8. Selection Procedure

Following the evaluation of all applications received, selected candidates may be invited to the written tests. Only shortlisted candidates will be invited to the interview.