**Terms of Reference**

**Senior Financial Expert (Increasing the Complexity of the Economy)   
at the Ministry of Economy of Ukraine  
(Category 1)**

**1.Objective(s) and linkages to Reforms**

The Recovery and Reform Support Team (**RST**) at the Ministry of Economy of Ukraine (**Ministry**) is a group of Ukrainian professionals (non-civil servants) funded on a temporary basis through the Ukraine Recovery and Reform Architecture (URA)[[1]](#footnote-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.

The restoration of Ukraine requires a significant amount of funds. Ukrainian businesses urgently need both external and internal investments. Internal investments include, in particular, programs to support Ukrainian businesses and initiatives aimed at encouraging citizens to return to Ukraine. Currently, the Ministry of Economy has a range of programs focused on boosting internal investment and facilitating the return of Ukrainians. However, these programs are relatively new tools that require constant updates, adaptation, and improvement.

In addition, the key sectors presented in the respective chapters of the Ukraine Plan highlight additional investment areas, with a focus on fostering entrepreneurship, particularly among SMEs, and supporting key manufacturing industries. This includes financial stimulus measures such as the provision of grants and soft loans, expansion and diversification of IFI financing programs, and the development of investment project financing, alongside implementing an affordable military insurance mechanism.

To achieve this, as well as to analyze the impact and outcomes of the implemented programs, the Ministry needs enhanced expertise in finance, financial and banking instruments, and business funding.

**2. Position and reporting line**

The Senior Financial Expert (SFE) will be a full-time consultant at the RST at the Ministry. The consultant is expected to be based in Kyiv (subject to the Ministry's staff's security rules) and directly reports to the Director of the RST.

**3. Duration and proposed timeframe**

The initial consultancy assignment is expected to start on 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. The probation period is three months.

**4. Main Duties, Responsibilities, and Deliverables**

The SFE is expected to assist in the following:

- Advising on Financial Programs Issues:

* analyzing current state and perspectives of state lending and granting programs (5-7-9%, grants on processing and own business, mortgage programs etc.).
* developing proposals on best design and development of the state Financial Programs.
* assisting with research of best international practices and successful case studies of the state Financial Programs.
* coordinating work on relevant Financial Programs with the banks and financial institutions.
* expert assessment and support of new financial technical government solutions.
* advising on implementation of / compliance with EU rules and standards.

- Preparing Data for Analytical Reports and Presentations: Compiling and structuring data for analytical reports on financial programmes, with a focus on financial market insights.

- Supporting the Ministry in coordinating and implementing reforms aimed at developing and improving financial instruments that provide access to financing and financial support for Ukrainian manufacturers, including measures aligned with the Ukraine Plan.

- Assisting in fostering engagement and cooperation with relevant stakeholders (primarily the Ministry and other line ministries officials, national and sub-national government bodies, business community stakeholders’ sovereign borrowers, as well as the European monitoring and control bodies, such as the European Commission, Export Credit Agencies, as well as other relevant donors, IFIs, and other relevant counterparts) concerning issues of financial markets.

- Producing Timely and High-Quality Reports on Reforms: Ensuring the preparation of accurate and timely reports and status updates on the progress of financial programmes, and reforms on the financial market.

The SFE will be expected to provide the following **deliverables:**

* Analysis of the current state and prospects of state lending and granting programs, including 5-7-9%, business development grants, and mortgage programs.
* Proposals for the design and improvement of state financial programs.
* Research and application of best international practices and successful case studies for state financial programs.
* Coordination with banks and financial institutions on financial program implementation.
* Expert recommendations and support for new financial technical government solutions.
* Compilation and preparation of data for analytical reports and presentations on financial programs, focusing on financial market insights.
* Support for reforms to enhance financial instruments and improve access to financing for Ukrainian manufacturers.
* Engagement with stakeholders, including ministries, government bodies, the business community, European institutions, and international financial organizations, on financial market issues.
* Timely preparation of accurate reports on the progress of financial programs and market reforms.

**5. Qualifications, Skills, and Experience**

* 1. ***Qualifications and skills***:
* Master’s degree in Business Administration, Finance, Economics, Project Management, or a related field.
* Proven experience in preparing financial strategies and programs, including conducting feasibility studies, financial modeling, and risk analysis.
* In-depth knowledge of principles, practices, and regulations related to financial management, including budgeting, financial reporting, procurement, risk management, and monitoring and evaluation.
* Advanced financial analysis and forecasting skills, with the ability to assess financial viability and sustainability of programs.
* Strong problem-solving skills, with the capability to address complex financial challenges and propose effective, innovative solutions.
* Prior experience working with government agencies, international organizations, or in the private sector on investment and development projects is highly desirable.
* PC literacy (PowerPoint, Project, Excel, Word).
* Fluency in Ukrainian and English.
  1. ***Professional experience:***
* Minimum 7 years of general professional experience.
* Minimum 5 years of experience in project management, with a focus on investment and development projects, particularly in complex, multi-stakeholder environments.
* Additional experience in financial analysis and economic research, public or business administration, and financial consulting is an advantage.
  1. ***Other experience:***
* Proven knowledge and skills in project management, financial analysis, and management.
* Experience in working with multidisciplinary teams is an asset.
* Strong understanding of economic reforms, economic regulation, governance, public administration and political economy issues in the transition region and knowledge of economics/finance.
* Ability to operate independently in political, diplomatic and business environments; diplomatic skills required for regular contact with senior national and international officials.

**6. Funding Source**

The funding source of this assignment is the EBRD Ukraine Stabilization 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 that selection and contracting will be subject to funding availability.

**7. Submissions**

Submissions must be prepared in English only and be delivered electronically by **16.02.2025**, 23:59 (Kyiv time) to [**rstrecruiting2017@gmail.com**](mailto:rstrecruiting2017@gmail.com). All submissions must include a completed [Application form](https://docs.google.com/document/d/1R6Qkl3zUiErtQUE4S_a55Bq4mEMI9p7p/edit#heading=h.gjdgxs), [NDA Form](https://docs.google.com/document/d/1nZR7uhfufOwYJE5O8TXsJ-qPFwRwfi-N/edit#heading=h.gjdgxs), the candidate’s Curriculum Vitae, contact details of three referees who, if contacted, can attest to the professional and/or educational background of the candidate.

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 a written test. Only shortlisted candidates will be invited to the interview.

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. [↑](#footnote-ref-1)