**TERMS OF REFERENCE**

**Senior Lawyer (Cross-Sectoral Stream)**

**(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 assist the Ministry of Economy in the design and implementation of priority reforms. The RST will assist in filling the capacity gaps in the design and implementation of priority reform strategies and programs, while strengthening links and partnerships between the Ministry of Economy priorities and relevant donor support.

Russian invasion has caused massive disruption of economic activity in Ukraine and damage to the infrastructure, environment, and livelihoods of the Ukrainian people. The war is still ongoing, but the government is already working on activities for the rapid recovery of Ukraine.

Projects implemented by the Ministry of Economy, with the involvement of the RST, often require comprehensive legal expertise to ensure their success and compliance with national and international standards. This includes analyzing existing legislation to identify gaps and inconsistencies, drafting amendments and additions to laws, and providing legal support for the development, advocacy, and adoption of legislative acts. Legal and regulatory accuracy is essential to the success of these projects, as even minor inaccuracies can lead to delays, misinterpretations, or ineffective implementation. Legal expertise ensures that reforms and initiatives have a solid foundation, minimizing risks and maximizing their impact.

Beyond standalone legal projects, expertise in legislative drafting and analysis is a crucial component of both new and ongoing initiatives by the Ministry of Economy and the RST. It enables the seamless integration of legal requirements into project strategies, ensuring compliance and sustainability. Furthermore, in the context of Ukraine’s EU integration and international commitments, aligning Ukrainian legislation with European standards and best practices is vital. This legal alignment strengthens the reform process, supports the country’s recovery efforts, and paves the way for systemic and long-lasting changes.

1. **Position and reporting line**

The Senior Lawyer (Cross-Sectoral Stream) 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 report to the Director of the RST.

1. **Duration and proposed timeframe**

The initial consultancy assignment 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. The probation period is three months.

1. **Main Duties / Responsibilities and Deliverables**

The Senior Lawyer is expected to assist with the following:

* сomprehensive legal analysis of draft legislation related to the Ministry’s strategic initiatives, including close collaboration with members of the Verkhovna Rada;
* in-depth review and evaluation of current legislative frameworks governing state-owned enterprises (SOEs) to identify gaps and inconsistencies;
* development and advocacy of proposals for amendments to existing legislation, accompanied by the drafting and legal substantiation of normative legal acts;
* preparation of analytical reports assessing the effectiveness and alignment of current legislation with reform objectives;
* drafting and promotion of normative legal acts designed to enhance the regulatory economic environment;
* timely preparation of comprehensive progress reports and detailed status updates on the implementation of key reform initiatives.

The Senior Lawyer will be expected to provide the following **deliverables**:

* legal Analysis Reports: Comprehensive legal analyses of draft legislation related to the Ministry’s strategic initiatives, highlighting key findings and recommendations;
* legislative Gap Assessments: Detailed reviews of current legislative frameworks governing state-owned enterprises (SOEs), identifying gaps and inconsistencies;
* legislative Amendment Proposals: Well-substantiated proposals for amendments to existing legislation, including accompanying legal drafts of normative legal acts;
* analytical Reports: In-depth reports evaluating the effectiveness and alignment of current legislation with reform and policy objectives;
* draft Normative Legal Acts: Completed drafts of normative legal acts aimed at enhancing the regulatory and economic environment, ready for advocacy and adoption;
* progress Reports: Regular, comprehensive updates on the status of reform implementation, including key achievements, challenges, and next steps.
1. **Qualifications, skills and experience**
	1. **Qualifications and skills**:
* Master’s degree in Law.
* Strong analytical, communication, and presentation skills.
* Advance level of 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 as a lawyer and/or legal adviser in law firms, government or international organizations.
	1. **Other competencies:**
* Profound understanding of the mandates, operational processes, and institutional mechanisms of government entities, particularly within the context of Ukraine.
* Comprehensive knowledge of Ukraine’s reform agenda, including its strategic priorities and implementation challenges.
* Extensive experience navigating the regulatory environment and institutional frameworks in Ukraine, with a proven ability to address complex legal and policy issues.
* In-depth knowledge of legislative and regulatory drafting processes, including the development, advocacy, and promotion of normative legal acts.
* Demonstrated expertise in the preparation and advancement of regulatory and legislative initiatives, ensuring alignment with national and international standards.
* Legal practice experience is highly advantageous, particularly in areas related to public administration, regulatory compliance, and institutional reforms.
* Proven ability to collaborate effectively within multiple stakeholders, leveraging diverse expertise to achieve complex reform objectives.
1. **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.

1. **Submissions**

Submissions must be prepared in English only and be delivered electronically by **9 February to** **rstrecruiting2017@gmail.com**. All submissions must include a completed [Application form](https://docs.google.com/document/d/1Ph7Q1T4_9tyw-yNsYYIV0GzPn0YZA67I/edit#heading=h.gjdgxs), [NDA Form](https://docs.google.com/document/d/1d4DKzUE44eX7cFWuTPAqwf3HdNlpHAHm/edit), the candidate’s Curriculum Vitae and the 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.

**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.**

1. **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 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 implemented with the financial assistance of the EBRD-Ukraine Stabilisation and Sustainable Growth Multi-Donor Account (MDA). [↑](#footnote-ref-1)