

**TERMS OF REFERENCE
INSTITUTION TRANSFORMATION LEADER
FOR THE NATIONAL DEINSTITUTIONALIZATION REFORM OFFICE**

ToR Date of Issuance:	Mar 9, 2017
Due Date for Applications:	Apr 07, 2017

PRSM is committed to providing equal employment opportunity without regard to race, color, religion, gender, sexual orientation, national or ethnic origin, age, disability or status as a veteran with respect to policies, programs, and activities.

Background

The Professionals for Reform Support Mechanism (PRSM) provides human resource support – from managers to technical experts - to critical reform initiatives undertaken by national governmental agencies. PRSM is a multi-donor platform, which improves coordination of donor efforts for greater impact and avoids overlap of donor funding. It does not support routine work of the Government of Ukraine that is normally managed by the civil service. To do this, PRSM: **Selects initiatives** based on clearly defined links to reform initiatives

- Ensures transparent **recruitment** of human resources
- Manages the **contracting** and payment of human resources
- Provides financial **reports** for donors
- **Monitors** initiatives for results.

Reform Initiative

Within the framework of the National Strategy for Institutional Children’s Care System Reform the Ombudsman has initiated to establish the National Deinstitutionalization (DI) Reform office that will act as an independent donor-funded non-government office with certain mandate from the Presidential Administration to coordinate, monitor and build up cooperation and interaction between executive authorities and local authorities regarding the implementation of the Reform.

The office will be supervised by the Steering Committee to plan, implement, communicate, coordinate and monitor stakeholders for the Institutional Children’s Care System Reform.

Based on the reform framework, it is planned the National DI Reform Office will cover three sectors:

1. DI-transition planning policy development.
2. Responsible community concept implementation and piloting.
3. Intersectoral supportive division.

Position Summary:

Institution Transformation Leader is responsible for planning, coordinating the development of policies, regulations and legislation to support the implementation of programs to transform the institutions and upgrade and/or implement services at a National Level.

Preferred Qualifications and Skills:

- Master degree in social, public administration, juridical, pedagogical, management etc. areas;
- High level of DI knowledge, DI international practices, children's right legislation, and full understanding of current challenges in Ukraine in that sphere;
- High level of Ukrainian and English language competency;
- Understanding of the reform agenda with professional involvement over the past 5 years;
- Proven ability to lead a team in donor-funded, business projects or Public Services successfully at least for 2 years;
- Experience in reforming of social, educational, medical environment in Ukraine;
- Initiative, good leadership skills, communicative, responsible, ready to follow, lead and work in team.

Indicative duties and responsibilities:

- a. Lead a team of 4 experts (Social Services, Health, Education, Institutional Transition and Regional Planning and Implementation);
- b. Create a circle of national and international experts;
- c. Road Map development within the framework of the National and Regional act plans and coordination of its successful implementation focused on deinstitutionalization values and approaches;
- d. Organizing DI training and study tours for Key Stakeholders;
- e. Identify Services as well as best practices to be replicated from countries, NGOs and national organizations;
- f. Identify and maintain relationships with key stakeholders including government Ministries, regional and local authorities, NGO's and churches;
- g. Coordinating:
 - Development of required Legislation, Policy , Regulations and Standards in conjunction with responsible Ministries;
 - Best Practices & Procedures identification to support implementation;
 - Services analysis and development;
 - Development of assessment tools and methodologies
 - Service Providers, NGOs activity analysis and selection;
 - Institution Transformation Planning;
 - Regional Implementation Planning.
- h. Monitoring of the DI process;
- i. Analytical Reporting.

Contract Duration and Timing:

HUMAN RESOURCE SUPPORT FOR CRITICAL REFORM INITIATIVES

The total duration of the consultancy is expected to be 3 months, with possible extension, based in Kyiv.

To apply:

Submissions must be prepared in English and delivered electronically by 17:00 Kyiv time on April 07, 2017 to the following address: prsm@fsr.org.ua. We do not welcome unsolicited phone calls.

All submissions must include:

- 1) Applicant's CV (in English);
- 2) Applicant brief letter of interest indicated related experience and achievements.

Please ensure to state **Institution Transformation Leader** in the e-mail subject line.

Applications received after the indicated deadline or without letter of interest will not be reviewed and considered.

Shortlisted candidates will be contacted after April 10, 2017.