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English version

# Position title: NATIONAL EXPERT on Employment Services and Gender Issues

# Mission country: Albania

# Duration: short-term

# Sector: Education and socio-professional integration

# Deadline for responses: .30/01/2023

# Project name and description:

“Technical Assistance Program in support to gender equality in access to economic opportunities”

The French Development Agency (AFD) has proposed a financial and technical support to the Government of Albania (GoA) together with the World Bank, through a Development Policy Loan (DPL) based on a Policy Matrix built upon 3 pillars:

* **Pillar 1:** Promoting women’s access to assets through the recognition of ownership of immovable property;
* **Pillar 2:** Levelling the playing field for women to access income-generating opportunities;
* **Pillar 3:** Strengthening institutional arrangements for gender-informed policymaking.

These three pillars contribute to women’s economic empowerment (WEE) and should support the GoA in the effective implementation of the ongoing reforms, which represent a major challenge to reduce gaps between women and men in terms of equal access to immovable property, labour market participation, employment, and entrepreneurship.

The DPL is accompanied by a Technical Assistance (TA) program provided by Expertise France (EF), which aims to support the Albanian Government’s efforts to implement the Policy Matrix prior actions, and more generally to enhance gender equality and women’s participation in the economy.

# Description of the mission:

Under the authority of the Project Manager and TA Team Leader, in close cooperation with the international expert, the National Expert on Employment Services and Gender Issues mission will be the:

## Activity 1 - Support NAES – National Agency of Employment and Skills, to develop and implement a package of employment services targeting unemployed women in rural/ uncovered areas, through:

Sub-activity 1.1 – Support the NAES to design a package of employment services targeting unemployed women in rural and uncovered areas through:

1. the employment service package for rural women characteristics (goals, beneficiaries, service offer, partners),
2. the action plan of piloting the employment service package for rural women in the three selected municipalities in cooperation with NAES/ AKPA,
3. a monitoring and evaluation framework for the follow up of the implementation and the impact of the package of employment services targeting unemployed women in rural/ uncovered areas after the piloting phase in three municipalities

Sub-activity 1.2 - On the basis of the need assessment study and restitution workshop's conclusions, support the NAES to increase accordingly its capacities in implementing a package of employment services targeting women in rural and not covered areas, to be piloted in 3 municipalities:

1. support the implementation of the pilot in the 3 municipalities through capacity building (package of capacity building activities to be identified during the workshop - e.g. tools creation, peer to peer exchanges, training module development, training delivery, etc.);
2. support the preparation of scale-up plan through impact assessment study with analysis and recommendations.

Activity 2 - Support NAES – National Agency of Employment and Skills in designing new standards for the distribution of employment offices in the country and the provision of mobile services, based on peer-to-peer exchanges with French institutions, by:

1. designing of standards for equal distribution of employment offices in the country and the provision of mobile services model for not covered areas better take into account the needs of unemployed people, especially women, in uncovered/ rural areas;
2. developing online (website, etc.) and/or offline (documents, campaigns, etc.) communication of labour market measures.

Description of the tasks for each Activity:

**In close cooperation with EF team and the international expert, the national expert is in charge for:**

**Activity 1.1 - Designing of a package of employment services, that includes:**

* Support the international expert on the preparation of the concept note on the package of services.
* Support the international expert on the action plan for its implementation.
* Support the international expert on the monitoring and evaluation framework.-
* Support the international expert on the finalization of the NAES/AKPA on a package of employment services.

**Activity 1.2 - Implementation of a package of employment services, that includes:**

* Assess and conclude on the 3 municipalities to pilot the package of employment services for women in rural/uncovered areas.
* Assess the capacities of the 3 municipalities for the piloting of the package of employment services for women in rural/uncovered areas.
* Prepare the methodology for the implementation plan for the package of employment services for women in rural/uncovered areas.
* Prepare the implementation plan for the package of employment services for women in rural/uncovered areas.
* Assessment report of the pilot including analysis & recommendations for possible scale-up.

**Activity 2 - Design of standards for the distribution of employment offices in the country, the provision of mobile services, and an accurate communication**

* Preparation of a methodology to assess the standards for the distribution of employment offices in the country.
* Analyse the distribution of the current employment offices and the efficiency in the new distribution of employment offices.
* Prepare the guidelines for NAES including standards for the distribution of employment offices in the country.
* Report including analysis & recommendations for the implementation of an online platform/ model on information regarding active labour market policies, qualification and application procedures.

In conducting its tasks, the national expert is expected to:

* Collaborate closely with NAES and support the international expert all along the process.
* Report periodically to EF TA team leader on the progress of its work.

# Professional experience:

* At least 5 years of professional experience in designing employment services and labour policies.
* At least 5 years of experience of facilitating organizations to strengthen their gender mainstreaming capabilities; understanding of how gender issues interact with employment issues and labor law and gender issues; understanding of rights-based approach to work on gender.
* Track record in designing and delivering gender training.

# Qualifications and competences:

* Advanced academic degree preferably and primarily in economics, law, labour issues, public policy, gender and development, or closely related fields.
* Proven skills in intercultural communication, public relations, project coordination;
* Excellent writing and relational skills;
* Ability to work in a team and remotely;
* Creativity;
* Autonomy, responsiveness and proactiveness;
* Teamwork;

**Language:**

* Fluency and proficiency in spoken and written English is required.
* Fluency in French is an asset.

# Additional information:

* Location of the mission: Albania
* Duration of the mission: 60 days
* Foreseen time frame of the mission: February – September 2023
* Possible Starting date of the position: 01/02/2023

# Documents to be provided:

Applications must be sent by e-mail (delina.nano@expertisefrance.fr) and by Expertise France website with:

* CV;
* Cover letter

Please indicate the reference **National Expert on Employment Services and Gender Issues** in the subject of your application e-mail.

If you do not hear from us within 31.01.2023, please consider that your application has been unsuccessful.

Candidate(s) interested in this opportunity should submit their application as soon as possible, with Expertise France maintaining the option of establishing a shortlist before this date.

The selection process for expressions of interest will take place in two stages:

* In the first stage, a shortlist will be freely established by Expertise France.
* In the second stage, the candidate(s) selected may be invited for an interview.