

CEJ Convergence in the Western Balkans

CALL FOR APPLICATIONS- KEY EXPERT ON PUBLIC PARTICIPATION IN NORTH MACEDONIA

In the framework of the project *Climate Environmental Justice Convergence in the Western Balkans*, financed by the Agence Française de Développement (AFD), Expertise France (EF) is looking for a **Key Expert on Public Participation working in North Macedonia**.

The Action seeks to **improve access to justice and effectiveness of public participation in the field of environmental justice**, thereby contributing to convergence towards European standards in Albania, North Macedonia and Montenegro. More particularly, the Action will support the three countries for **EU accession** through the alignment of their national frameworks to the **Aarhus Convention standards** on access to environmental justice, which was officially integrated into EU standards in 2006.

The Action will be structured around 3 components:

- **The first component** (Component 1) will be dedicated to the improvement of access to justice on climate and environmental matters.
- **The second component** (Component 2) will be dedicated to the improvement of citizen participation on climate and environmental matters.
- **The third component** (Component 3) will focus on the implementation of grants for civil society organizations.

Key Expert on Public Participation will work in North Macedonia, under the supervision of the Team Leader and in close collaboration with the Project Manager and international experts from Expertise France (EF) in accordance with the project specifications.

General description of the position:

The Key Expert on Public Participation will be responsible for the implementation of Project activities directed to North Macedonian pilot municipality (Component 2). He/she will work under the direct management of the Team Leader ('TL') to:

1. Conduct analysis, assessments, develop guidelines, tools, recommendations and other deliverables foreseen in the work plan;
2. Liaise with North Macedonian institutions and stakeholders and ensure their involvement in the Project implementation;
3. Draft terms of reference, conduct the recruitment, in collaboration with the TL and the FAO, and coordinate the short-term national experts; work in collaboration with the team of short-term international expert;
4. Organise activities, such as round tables, trainings, meetings, workshops, in collaboration with the TL and the Financial and Administrative Officer ('FAO');
5. Update the work plan and closely monitor its implementation.
6. Report to TL on conducted activities and ensure their quality and timeliness with reference to the workplan;
7. Assist the TL and monitoring and evaluation expert to monitor component 1 results, outcomes and impact, including through the collection of data to update related indicators;
8. Perform other duties related to the Project such as detailed in purchase orders.

In particular, the Key Expert on Public Participation will be directly contributing to:

1. Component 2 – Public Participation in environmental decision making

The work of this component aims at strengthened capacities of local authorities to encourage effective public participation practices in environmental matters in two of the targeted countries: Albania and North Macedonia. The work of the Public Participation Key Expert in North Macedonia, in cooperation with the international Public Participation expert, would be to assist the CEJ project team in the following activities:

- 2.1. Analysing the public participation mechanisms for policies and strategies affecting the environment at the local decision-making level in a local Municipality in North Macedonia already selected by the project during the assessment phase.
- 2.2. Improve effective use of public participation and consultation tools at the local level, based on the community needs, using the EU/ French best experiences and participatory examples.
- 2.3. Enhance participatory methods used in the environmental impact assessment processes by improving and widely disseminating relevant participatory tools, using the EU/ French best experiences and participatory examples.

2. Covering Environmental participation aspects at the National and Regional Events as part of the Component 1.

The work will mostly consist in contributing to the discussions related to Public Participation during the National Roundtable on Environmental Justice and the Regional event with the presence of the three targeted countries organised in the North Macedonia.

Knowledge and Skills:

- Higher education (at least Master's Degree or equivalent) in natural sciences. A specialized Degree on Law or environment would be an asset;
- Excellent verbal and written communication skills and ability to work as part of a team (adaptability to a multicultural environment essential);
- Critical thinking and synthesizing skills;
- Excellent English writing and speaking skills;
- Ability to organize, coordinate and draft the various meetings and documents required;
- Good command of IT and communication tools (word processing, presentation, etc.);
- Adaptability to changing circumstances, priorities, and requirements during the mission.

General Professional Experience:

- **At least 5 years of experience** working on North Macedonian environmental public participation cases or projects;
- **Proven experience in environmental participatory processes**, where the cooperation with the local authorities is highlighted;
- **Strong problem-solving abilities**, to assess the situation and draft possible resolutions.

Specific Professional Experience:

- Deep understanding of environmental public participation practices in North Macedonia;
- Strong network within North Macedonian environmental actors, and especially with the CSO sector;
- A previous experience in environmental public participation case would be an asset.

Estimated starting date: February 2025

Estimated finishing date: October 2026

Duration: 117 days

Position: Key expert on Public Participation in North Macedonia

Applications should include a CV and a cover letter.

Deadline for submissions: 3/2/2025

Framework contract for and overall maximum duration of 117 days – with specific deliverables to be set in subsequent purchase orders.