



## **POSITION: Senior Project Manager on Infrastructure (VET) (Category 1)**

### **1. Objective(s) and Linkages to Reforms**

The Recovery and Reform Support Team (RST) at the Ministry of Education and Science of Ukraine (MoES) is a group of Ukrainian professionals (non-civil servants) funded on a temporary basis by the donors to provide targeted technical support and assist the Ministry in the design and implementation of recovery and reform priorities. The RST will assist in filling the 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 RST was established in 2019. It is currently helping the MoES to implement priority education reforms in the following areas: Early Childhood and Preschool Education, general secondary education reform – the New Ukrainian School (NUS), Vocational Education and Training (VET), as well as Public Administration Reform (PAR), Digital Transformation of Education and Donor Coordination Support.

### **2. Position and Reporting Lines**

The expert will report to the RST Director / RST Deputy Director (VET) and maintain close coordination and collaboration with the relevant Deputy Minister, Director-General of the Directorate for Vocational Education and Training.

### **3. Duration and Proposed Timeframe**

This consultancy assignment is expected to start in May 2024 and has an estimated duration of up to August 2025. Subject to the availability of funding, the performance of the selected consultant and the specific needs of the RST, the appointment may be extended. The probation period is two months.

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

The expert is expected to provide assistance in the following areas:

- Coordination of infrastructure development, recovery and modernization activities in VET implemented by other development partners;
- Coordination of activities related to infrastructure modernization of VET schools for the establishment of Centres of Excellence (CoEs) in the regions of Ukraine, including those supported by other donor projects;
- Provision of expert input in the identification of equipment needs for CoEs;
- Provision of expertise and analysis in the area of VET and related policies, legislation, and other relevant documents/materials, specifically those pertaining to the optimization of VET schools' network, facilities and equipment needs and standards;

- Provision of expert input in the development of plan/methodology for the optimization of VET schools network, assessment of national and regional infrastructure and equipment needs, ensuring accessibility and environmental sustainability of the VET schools' network;
- Calculation of resources needed for restoration and renovation of damaged and destroyed VET schools as a result of war.

### **Expected Deliverables**

Consulting services and assistance provided in:

- Coordination of activities related to the modernization of VET schools' infrastructure in the regions;
- Liaison and coordination with donors and regions on the establishment of CoEs, modernization of VET schools' infrastructure;
- Consulting services and assistance provided including recommendations on inputs to monthly, quarterly and final RST reports to international donors;

The following documents developed upon MoES request:

- Proposals for amendments to draft legislative acts and other public policy documents related to the VET sector (within the consultant's area of expertise);
- Analytical/information notes/reports; proposals to MoES orders and other documents on issues of optimisation of the network of VET schools and transfer of VET schools' property from state to communal ownership;
- Recommendations and briefs on the infrastructure and equipment needs and requirements;
- Recommendations regarding ways to update the content and ensure the quality of VET;
- Consultations, recommendations and calculations regarding resources needed for restoration and renovation of damaged and destroyed VET schools as a result of war;
- Progress reports on VET reform development and implementation.

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

### **5.1 Qualifications and Skills:**

- Master's degree (or equivalent) in a relevant field (civil engineering, architecture, etc.);
- Exceptional command of the Ukrainian language and good command of English;
- Strong ability to articulate complex strategic concepts in both languages;
- Impeccable ethical standards;
- Strong interpersonal skills for effective collaboration with diverse stakeholders, including government officials, international donors, and other stakeholders;
- Proven track record of successful organisational management, with an emphasis on strategic planning, resource allocation, and performance optimization;
- Strong presentation skills;
- Strong analytical skills, with the ability to analyse complex data and trends to inform strategic decision-making;
- Capability to align strategic initiatives with broader political objectives and agendas;
- Advanced strategic thinking and planning skills, with a focus on developing and implementing long-term strategies;
- Proven leadership in guiding projects/ initiatives through transformative change, with a keen understanding of the strategic implications of policy decisions.

### **5.2 Professional Experience:**

- More than 10 years of general post-graduate professional experience;
- More than 5 years of specific experience in the field of procurement of infrastructure, equipment and construction works and equipment;
- Familiarity with procurement procedures under Ukrainian legislation, including those carried out by international agents;
- Proven capacity in leading organisational change and managing stakeholders;
- Experience in financial planning;
- Ability to assess risks and opportunities, with a focus on achieving long-term objectives;
- Experience in fostering collaborative partnerships to achieve common objectives;
- Proficiency in project management methodologies, ensuring successful planning, execution, and monitoring of complex projects;
- Capability to deliver projects on time and within budget, demonstrating strong project governance.

### **5.3 Other Competencies:**

- Knowledge of the educational sphere and in particular the Vocational Education and Training sphere would be an asset;
- Experience in applying the results-based management (RBM) methodology in strategic planning;
- Experience in developing programme or strategic documents;
- Experience in participating in working group meetings, consultation meetings, conferences, roundtables, seminars, training, and other relevant events with national stakeholders, including through moderating/facilitating discussions and delivering presentations;
- Experience in developing internal institutional regulations, guidelines and information materials on specific aspects related to education and science;
- Familiarity with the reform agenda in Ukraine would be an asset;
- Experience in working with local and international experts;
- Experience in working with government organisations, public bodies will be an advantage;
- Experience working in multidisciplinary teams would be an asset;
- General knowledge of institutional framework of education sector in Ukraine is desirable;
- Knowledge of international and EU procurement procedures would be an asset.

### **6. 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 Latvia, Austria, Denmark, Finland, France, Germany, Italy, Japan, the Netherlands, Norway, Poland, Sweden, Switzerland, the United Kingdom, the United States and the European Union, the largest donor.

Please note that selection and contracting will be subject to the availability of funding.

### **7. Submissions**

Submissions must be prepared in English only and be delivered electronically by 19.05.2024, 23:59 (Kyiv time) to the following address: [rstmoes.recruitment@gmail.com](mailto:rstmoes.recruitment@gmail.com). All submissions must include a completed [Application Form](#), [NDA Form](#), the candidate's

Curriculum Vitae and Reference Letter from a recent supervisor (original in English, or Ukrainian with English translation) together with the contact details of two further referees who, if contacted, can attest to the professional and/or educational background of the candidate.

Only applications that have been submitted using the correct template and are completed will be considered.

#### **8. Selection Procedure**

Following the evaluation of all applications received, selected candidates may be invited to the tests. Only shortlisted candidates will be invited to the interview.