



**МІНІСТЕРСТВО  
ОСВІТИ І НАУКИ  
УКРАЇНИ**

**POSITION: Legal Expert (Legal Support, VET) (Category 2) - 2 positions**

### **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 donors to provide targeted technical support and assist the Ministry in the design and implementation of recovery and reform priorities. The RST assists in filling 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 is part of the Ukraine Recovery and Reform Architecture Programme (URA), a comprehensive technical assistance programme deployed by the European Bank for Reconstruction and Development (EBRD), in partnership with the European Union, to support critical reform processes in Ukraine.

The RST assists the MoES in the implementation of priority education reforms in the following areas: Early Childhood and Preschool Education, Vocational Education and Training (VET), as well as Public Administration Reform (PAR) and Digital Transformation of Education.

### **2. Position and Reporting Line**

The expert will report to the RST Director / Senior Legal Expert - Team Lead on Legal Support and Organisational Transformations (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 appointment is expected to start in August 2025. The 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 two months.

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

#### **Duties & Responsibilities**

The Legal Expert will support the Ministry in the following priorities:

- 1. Drafting Legal Acts** (*Organisational and Legal Status of VET Institutions, Pre-Higher Vocational Education Transformation and Regulation of the Educational Process*):

- Drafting by-laws, and regulatory acts relevant to the Law of Ukraine “On Vocational Education and Training”, in particular, the development of proposals to support transformations in the areas of licensing, budget legislation, public procurement of VET services, and joint investment mechanisms;
- Drafting legal acts governing the educational process in VET schools;
- Drafting legal acts and regulations to define and streamline the organisational and legal status of VET institutions;
- Developing amendments to the regulatory acts, in compliance with the Law of Ukraine “On Vocational Education and Training”, Ukraine’s international commitments and EU acquis and international standards;
- Preparing legal frameworks to facilitate the transformation of pre-higher vocational education within the broader VET system;
- Developing amendments to the by-laws, and regulatory acts for pre-higher education institutions to align with national and international education strategies;
- Ensuring compliance of the VET system in line with the EU acquis and international standards;

## **2. Legal Analysis and Review:**

- Conducting thorough legal analysis to ensure all drafted acts are in compliance with Ukrainian regulatory frameworks and aligned with EU legal standards;

## **3. Coordination and Stakeholder Engagement:**

- Working closely with MoES representatives and relevant partners to gather input and ensure legal acts meet the practical needs of stakeholders;
- Participating in consultations and working groups to address feedback and refine legal proposals.

### **Deliverables**

- Legal analysis of the licensing procedure for educational activities is conducted and draft amendments aimed at simplifying and improving the procedure are developed;
- Amendments to regulatory acts to align VET schools’ organisational and legal status with the new draft Law “On Vocational Education and Training” are prepared;
- Legal proposals for improving budget legislation concerning financing mechanisms of VET institutions and institutional autonomy are prepared;
- Legal input for regulating public procurement of VET services funded from the state and local budgets is provided;
- Legal acts regulating the educational process in Vocational Education and Training (VET) schools are developed;
- Legal mechanisms to support joint investment activities involving public and/or private sector partners in the context of the VET reform are drafted;
- Develop relevant secondary legislation to ensure compliance with Ukraine’s international obligations, including EU acquis and international education standards is reviewed and updated;
- Develop draft by-laws and regulatory acts for pre-higher education institutions to ensure alignment with national education policy and international strategic frameworks are developed.

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

### **5.1 Qualifications and skills:**

- Master’s degree in Law, International Law or other relevant area;
- Native level of Ukrainian and good command of English;

- Impeccable ethical standards;
- Excellent communication and interpersonal skills;
- Strong analytical, communication and presentation skills, organisational management skills;
- Motivated team player with ability to work independently;
- General understanding of political processes would be an advantage.

#### 5.2 Professional experience:

- Minimum 5 years of general professional experience.

#### 5.3. Specific professional experience:

- Minimum 3 years of experience as a lawyer/legal expert;
- Knowledge of relevant Ukrainian and international regulatory frameworks, preferably in the field of education (in particular VET);
- Experience in working with government organisations and public bodies will be an advantage;
- Familiarity with the ongoing reforms in Ukraine will be an advantage;
- Knowledge of education (in particular VET) sector policies in Ukraine will be an asset;
- Experience in assessment of legal acts and policy documents (draft documents and documents in force) will 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 which 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 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 **04.08.2025, 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, contact details for three referees who, if contacted, can attest to the professional and/or educational background of the candidate.

**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.**

Only applications that have been submitted using the correct template and are duly 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.