

TERMS OF REFERENCE

Expert on Budget and Finance (Stream: Cross-sectoral stream)

(Category 2)

1. Objective(s) and Linkages to Reforms

The Recovery and Reform Support Team (RST) at the Ministry of Economy, Environment and Agriculture of Ukraine (Ministry) is a group of Ukrainian professionals (non-civil servants) funded on a temporary basis through the Ukraine Recovery and Reform Architecture (URA¹) programme that provides targeted technical support and assists the Ministry in the design and implementation of priority reforms. The RST will assist 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.

Following the government reorganization of July 2025, the Ministry of Economy, Environment and Agriculture was formed through the merger of three previously separate ministries: the Ministry of Economy, the Ministry of Environmental Protection and Natural Resources, and the Ministry of Agrarian Policy and Food. This structural consolidation significantly expanded the Ministry's mandate and budgetary responsibilities. In 2026, the Ministry administers a consolidated budget of approximately USD 1.1 billion — an increase of approximately USD 48 million (+4.7%) compared to the combined revised 2025 budgets of the three predecessor ministries.

The Ministry's budget now encompasses a broad portfolio of programmes across three major policy domains:

- Economy and investment: enterprise support, the Affordable Loans 5-7-9% programme (USD 394 million), industrial policy, SME development, export promotion, and economic competitiveness programmes;
- Environment and natural resources: environmental protection programmes, natural resources management, the Decarbonisation and Energy Efficiency Fund, environmental monitoring, and green industrialisation initiatives;
- Agrarian policy and rural development: agricultural subsidies and support programmes (total of approximately USD 208 million in 2026), crop insurance, support for small farms and farming households, irrigation and land melioration projects (UAH 13.1 billion allocated in 2026), and humanitarian demining compensation for farmland (USD 22 million).

The complexity of managing this consolidated budget — which combines previously separate programmatic structures, budget codes, reporting frameworks, and interagency coordination mechanisms — creates a critical need for dedicated expert capacity in budget analysis and financial management within the RST. Currently, this function is not adequately resourced within the Ministry's RST structure. The Expert on Budget and Finance will fill this capacity gap by providing analytical support on budget planning, monitoring, and reporting processes, ensuring the Ministry can

¹ Ukraine Recovery and Reform Architecture (URA) is a comprehensive technical assistance programme deployed by the European Bank for Reconstruction and Development (EBRD), in partnership with the European Union, to support critical recovery and reform processes in Ukraine. URA is financed from the Ukraine Stabilisation and Sustainable Growth Multi-Donor Account (MDA) managed by the EBRD.

effectively exercise its role as a consolidated budget administrator and meet its obligations under the Ukraine Facility and other reform frameworks.

2. Position and Reporting Line

The Expert on Budget and Finance will be a full-time consultant in the RST at the Ministry, reporting directly to the RST Director. The consultant is expected to be based in Kyiv (subject to the Ministry's staff security rules).

3. Duration and Proposed Timeframe

The consultancy assignment is expected to last up to 2 months, starting from the date of contract signing, with a possible extension of up to an additional 2 months, subject to satisfactory performance and the availability of funding.

4. Main Duties, Responsibilities and Deliverables

The Expert is expected to provide support in the following:

- conducting systematic analysis and monitoring of the Ministry's consolidated budget, including tracking expenditures, commitments, and performance indicators across all three policy domains (economy, environment, agriculture);
- providing analytical support for the Ministry's annual budget planning cycle, including preparation of budget requests, justification materials, and programme performance assessments for submission to the Ministry of Finance;
- analysing and monitoring the allocation and utilization of funds under key programmes administered by the Ministry;
- supporting the Ministry in fulfilling its reporting obligations to donors and international partners, including preparation of financial and budget-related sections of Ukraine Facility progress reports and other required documentation;
- tracking the implementation of budget-related reform commitments under the Ukraine Facility, the State Budget, and other national reform frameworks; identifying risks of underfunding or misalignment;
- supporting the integration of budget coding, programme structures, and financial reporting frameworks inherited from the three predecessor ministries, assisting in the harmonisation of internal financial management processes;
- preparing analytical notes, policy briefs, and presentations on budget and finance matters for RST management and the Ministry's leadership.

The Expert will be expected to provide the following deliverables:

- regular budget monitoring reports covering expenditure execution, programme performance, and key financial indicators across the Ministry's consolidated budget;
- analytical notes on the Ministry's budget planning submissions and programme justifications;
- budget-related sections of donor and institutional progress reports (including Ukraine Facility reporting);
- analytical assessments of specific budget programmes upon request from RST management or the Ministry's leadership;
- briefing materials and presentations on budget and finance matters for senior decision-makers.

5. Qualifications, Skills and Experience

5.1 Qualifications and skills:

- degree in Finance, Economics, Public Finance or a related field;
- strong analytical, communication, and presentation skills;

- excellent command of Excel and other relevant analytical tools; experience with budget information systems is an asset;
- advanced level of PC literacy (PowerPoint, Excel, Word);
- excellent command of Ukrainian and working proficiency in English.

5.2 Professional experience:

Minimum of 5 years of general professional experience (working for international organisations and/or international technical assistance projects would be an advantage), of which:

- at least 3 years of specific professional experience in public finance, budget analysis, financial management, or fiscal policy;
- experience working with or within Ukrainian public sector budget processes, including familiarity with the State Budget cycle, budget programme methodology, and budget reporting frameworks;
- experience with budget monitoring and financial reporting for international donors or IFI-funded projects is an asset;
- experience in the agriculture, environmental, or economic policy sectors is an advantage.

5.3 Other competencies:

- ability to analyse and synthesise complex financial data and present findings clearly for non-specialist audiences;
- familiarity with Ukrainian budget legislation and the regulatory framework governing state budget programmes;
- understanding of the Ukraine Facility financial framework and its budget monitoring and reporting requirements;
- high level of accuracy, attention to detail, and integrity in handling financial data;
- proven ability to work under tight deadlines and manage multiple tasks simultaneously;
- impeccable ethical standards.

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, Slovenia, Sweden, Switzerland, the United Kingdom, the United States, and the European Union.

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

7. Submissions

Submissions must be prepared in English only and be delivered electronically by **13 September, 23:59 (Kyiv time) to rstrecruiting2017@gmail.com**. All submissions must include a completed [Application form](#), [NDA Form](#), the candidate's Curriculum Vitae, contact details of three referees who, if contacted, can attest to the professional and/or educational background of the candidate. Only applications which have been submitted using the correct template and are fully completed, will be considered.

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

8. Selection Procedure

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