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TERMS OF REFERENCE

Senior Legal Expert, Healthcare and Psychological Support (Category 1)

1. Objective(s) and Linkages to Reforms

The Recovery and Reform Support Team (RST) at the Ministry of Veterans Affairs of Ukraine (Ministry) 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 (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 recovery and reform processes in Ukraine.

The RST assists the Ministry in coordinating the implementation of reforms in line with the Ministry's annual work plans, Ukraine's EU integration commitments, the Ukraine Facility Plan, and key strategic documents of the Government of Ukraine. The team currently supports implementation of priority reforms in a number of areas, including veteran transition reform, veteran support service reform, veteran access to healthcare and mental health support, veteran education, employment and entrepreneurship, veteran spaces, and community reintegration.

2. Position and Reporting Line

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

3. Assignment Start Date and Duration

The initial consultancy assignment is expected to start in December 2026. 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 three months.

4. Main Duties, Responsibilities

The Consultant is expected to support the Ministry with the following:

- providing strategic legal advice to the Ministry's leadership on legislative and regulatory priorities in veteran healthcare and psychological support, including options, risks and implications of proposed changes;
- preparation of draft laws, by-laws, legal amendments, legal opinions, explanatory notes, comparative tables, concept papers, and other legal and policy documents related to healthcare and psychological support for veterans and their families;
- providing legal support to the development and implementation of reforms in mental health and rehabilitation services, including veteran sports, special healthcare programmes, psychosocial support, family rehabilitation and addiction recovery programmes;

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- conducting legal and regulatory analysis of the existing legislative framework governing veteran access to mental health and rehabilitation services;
- identifying legal, procedural, and institutional gaps and bottlenecks affecting delivery of health-related services to veterans and their families, and preparing recommendations to address them;
- supporting the Ministry in aligning proposed legal and regulatory changes with national strategic documents, relevant EU integration commitments, the Ukraine Facility framework, and applicable international standards;
- coordinating the legal aspects of reforms with relevant line ministries and state institutions at senior level, including legal input into the work of the Government's Coordination Taskforce and interagency approval of draft acts, as well as coordination with the European Bank for Reconstruction and Development and the European Union Delegation in Kyiv as required;
- representing and defending the legal aspects of the Ministry's and RST proposals before senior government stakeholders, interagency working groups and parliamentary committees, as required;
- coordinating selected legal workstreams, follow-up actions, and stakeholder engagement processes;
- performing other tasks and responsibilities as assigned by the RST Director.

The Legal Expert will be expected to provide the following **deliverables**:

- legal gap analysis of the existing legislative and regulatory framework related to mental health and rehabilitation services, including identified legal, procedural, and institutional bottlenecks and recommendations for improvement;
- package of draft legal and regulatory acts required to support reform and implementation in the field of healthcare and psychological support for veterans, including draft amendments, by-laws, explanatory notes, and comparative tables;
- strategic legislative roadmap for veteran healthcare and psychological support, setting out priority legal and regulatory changes, sequencing, responsible institutions and adoption milestones;
- legal positions and briefing materials for meetings of the Government's Coordination Taskforce and other high-level interagency formats, including follow-up on agreed actions;
- regular progress reports prepared on the reforms with regard to improved access to healthcare and psychological support for veterans and their families, highlighting key milestones, challenges, and recommendations.

5. Qualifications, Skills, and Experience

5.1 Qualifications and Skills

- Master's degree in Law or other related field;
- a degree in Healthcare, Public Administration, Public Policy, Social Policy, or Project Management will be an asset;
- strong knowledge of legislative drafting and regulatory analysis;
- excellent communication, negotiation, and stakeholder engagement skills with impeccable ethical standards;
- strong analytical and presentation skills, including the ability to assess complex legal and institutional issues and formulate practical, implementation-oriented recommendations;
- sound understanding of public administration processes, policy formulation, and institutional coordination mechanisms in Ukraine;

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- ability to work on complex cross-sectoral assignments involving legal, institutional, and programmatic dimensions;
- proficiency in Microsoft Office applications;
- fluency in Ukrainian and English, both written and spoken.

5.2 Professional Experience

- minimum 7 years of general professional experience in the field of law, of which at least 5 years of proven experience working with legal analyses, regulatory drafting, or practising public law.
- minimum 2 years of relevant professional experience related to veterans policy, healthcare, social policy, public service delivery, or social protection;
- experience in project management and public administration will be an asset.

5.3 Other Competencies

- understanding of veterans policy, healthcare, and psychological support policy, or service delivery will be a significant asset;
- proven experience in providing strategic advice to senior officials or leadership of public institutions will be a significant asset;
- experience in coordinating interagency or multi-stakeholder processes at senior level will be an asset;
- experience in cooperation with government institutions 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, Slovenia, Sweden, Switzerland, the United Kingdom, and 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 23:59 (Kyiv time), 25 November 2026 to hr@uraf.org.ua
All submissions must include a completed Application form, NDA Form, the candidate's Curriculum Vitae, and contact details for three 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 duly 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 civil service 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.