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Reference: Project "EU Support to Implementation of the EU Strategy for the Adriatic and Ionian Region (EUSAIR) in North Macedonia

Contracting authority: Secretariat for European Affairs, Government of the Republic of North Macedonia

Type of appointment: Fixed-term contract

Location: Skopje

Number of open positions: 2 (two)

Deadline for application: 01.04.2022 (23.59 CET)

TERMS of REFERENCE

for the support to EUSAIR Coordinators of Pillar 2 – Connecting the Region (Transport and Energy networks) for the North Macedonia

1. SCOPE OF CONTRACT

Selection of 2 (two) full time thematic experts for support of the administration of the North Macedonia in the implementation of the EU Strategy for the Adriatic and Ionian Region (EUSAIR), notably to the formally appointed Pillar Coordinators (PCs) of Pillar 2 – Connecting the Region (Transport and Energy networks).

Thereby, 1 (one) thematic expert will support the Transport Sub-pillar Coordinator within the Ministry of Transport and Communications and 1 (one) thematic expert will support the Energy networks Sub-pillar Coordinator within the Ministry of Economy.

2. CONTEXT

EUSAIR was adopted by the Commission on 17 June 2014¹. It was endorsed by the General Affairs Council on 29 September 2014² and by the European Council on 23-24 October 2014³. The geographical coverage of EUSAIR was extended in 2020 by accepting North Macedonia⁴ and again in 2022 by accepting San Marino⁵.

The EUSAIR is aimed at helping the ten participating countries to strengthen their cooperation in the fields of blue economy, transport and energy networks, environment and sustainable tourism (EUSAIR Pillars). EUSAIR was jointly developed by the

¹ COM(2014) 357 final and its accompanying Action Plan SWD(2014) 190 final.

² <http://www.consilium.europa.eu/media/25286/144951.pdf>

³ http://www.consilium.europa.eu/uedocs/cms_data/docs/pressdata/en/ec/145397.pdf, point 25.

⁴ https://ec.europa.eu/regional_policy/sources/cooperate/adriat_ionian/pdf/com_2020_132_addendum_north_macedonia_en.pdf

⁵ <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX%3A52022DC0044&qid=1645186528766>

Commission and the Adriatic-Ionian Region countries and stakeholders, which agreed to work together on the areas of common interest for the benefit of each country and the whole region.

Each Pillar is implemented by a Thematic Steering Group, guided by a tandem of PCs: one from an EU Member States, one from an Enlargement country, with exception of the Pillar 2 – Connecting the Region, according to the scheme below:

Pillar 1 – Blue Growth	Greece	Montenegro
Pillar 2 – Connecting the Region (Transport and Energy networks)	Italy	Serbia North Macedonia
Pillar 3 – Environmental Quality	Slovenia	Bosnia and Herzegovina
Pillar 4 – Sustainable Tourism	Croatia	Albania

Designated PCs in the five candidate/potential candidate countries need technical support to implement the EUSAIR Action Plan with the fellow PCs of the EU Member States, which already benefit from support for this purpose provided by the EUSAIR Facility Point strategic project.

3. REQUIREMENTS FOR THE EXPERTS

- Bachelor Degree, preferably but not exclusively in the thematic areas relevant to the contract;
- Minimum 5 years of proved work experience in international cooperation in the Region in the field of land transport or energy networks;
- Basic understanding of the macro-regional cooperation concept;
- Basic understanding of the objectives and governance structure of EUSAIR;
- Proven work experience in or with central government institutions;
- Ability to analyse documents and draw conclusions;
- Ability to gather and analyse statistical information;
- Knowledge of monitoring and evaluation systems;
- Good organisational skills;
- Fluency in oral and written English language, basic knowledge of Macedonian language will be considered an advantage;
- Computer literacy (MS Office), ability to use data bases and data search systems;
- Ability to work in an international environment.

4. ACTIVITIES

Thematic experts will be contracted to work along with the respective PCs. This will allow PCs from the Enlargement countries to work on the same footing as their colleagues in the EU Member States. The experts will work for the functions established under these ToR and under the guidance of the relevant PCs.

Considering the necessity of communication and cooperation with the PCs on daily basis, the expert will be hosted by the same administration of the respective PC, i.e. the

Ministry of Transport and Communication for the Transport Sub-pillar and the Ministry of Economy for the Energy networks Sub-pillar. He/she will work side by side with the PCs and will have access to all relevant documentation.

Under the guidance of the PCs, he/she will **assist and coordinate the activities of TSG members from the Enlargement countries** and will liaise with their fellow expert supporting the PCs from EU Member State in order to assure coherence and complementarity of their action.

All this considered, **the recruited experts should accomplish the following tasks:**

- Providing relevant PCs with administrative and operational support in his/her day-to-day activities;
- Liaise and cooperate with the expert supporting the fellow PCs in the EU Member State Country relevant PCs;
- Under the guidance of the PCs and in cooperation with the fellow expert in the EU Member State will: organise the work and support the activities of the relevant TSG (for Pillar 2 – Connecting the Region) drafting programme and agenda, support documents, minutes, keep TSG documentation up to date, communication with TSG members, practical arrangements, liaise with Facility Point Project Partner for administrative and technical support for the organisation of TSG meetings, including hoc meetings, seminars, work-shops, events, liaise with the EU funds National Coordinator)
- Upon request of the PCs, provide him/her with reports, briefings, researches, data on TSG related topics;
- Support EUSAIR monitoring and evaluation providing monitor and evaluation experts with relevant information and most updated data on the activities performed and results achieved under the Pillar concerned;
- Further tasks may be assigned to the expert according to the needs of the PCs and TSG.

5. DURATION OF CONTRACT

Initial contract of 1 (one) year will be offered, with possibility of an extension, subject of satisfactory performance until the end of the project (30 April 2024).

The indicative start of the engagement: as soon as possible.

6. SOURCE OF FUNDING

Grant Agreement No. 2020CE160AT115 of 12 November 2021 on financing of the project “EU support to implementation of the EU Strategy for the Adriatic and Ionian Region (EUSAIR) in North Macedonia”.

7. METHOD OF CONTRACTING

The Secretariat for European Affairs, as grantee of the project "EU support so implementation of the EU Strategy for the Adriatic and Ionian Region (EUSAIR) in North Macedonia will recruit and contract the experts in accordance to the national legislative framework.

All candidates will have equal opportunities to be admitted according to their abilities, education and personal capacity in line with the requirements listed in this ToR.

8. BUDGET

The yearly expenditure per expert will amount to EUR 30.000, of which EUR 20.000 will cover experts' yearly gross salary (payed in local currency and subject to personal income tax) and EUR 10.000 for travel and accommodation costs for missions.

9. APPLICATION RULES

Qualified candidates are invited to send their motivation letter, CV highlighting relevant experience and two references **via e-mail to nipac@sep.gov.mk**, indicating in the subject line the Sub-pillar to which the application refers (transport or energy networks).

Please note that only shortlisted candidates will be contacted.

Candidates must have the right to work in North Macedonia. The Secretariat for European Affairs will support obtaining a work permit if the selected candidates are not citizenship holders of North Macedonia.