



TERMS OF REFERENCE

Job Title: Two national consultants to develop the Ex-ante analysis of the “Fostering the return of Moldovan migrant workers from abroad” policy draft

Type of Contract: Individual Contract (IC)

Duty Station: Chisinau, Moldova

Expected workload: 25 working days during January 2014

Expected duration of assignment: 01-31 January 2014

BACKGROUND

The United Nations Development Programme (UNDP) within the framework of the “Mainstreaming of Migration into Development in Moldova” (MOMID) project in cooperation with Diaspora Relations Bureau (DRB), State Chancellery (SC) and International Organization for Migration (IOM), announces an open competition to recruit 2 (two) local consultants for provision of a thorough Ex-ante analysis draft public policy proposal **“Fostering the return of Moldovan migrant workers from abroad”** in order to support and strengthen the capacities of the Ministry of Labor, Social Protection and Family (MLSPF).

In the context of implementing the national Strategy in the field of migration and asylum, mainstreaming of migration in the process of public policies development, as well as accomplishment of certain actions regarding migration from the Government Activity Plan, the MLSPF aims at developing a public policies document concerning the return and reintegration of Moldovan migrants. The ex-ante analysis of the **“Fostering the return of Moldovan migrant workers from abroad” policy draft** shall provide a range of options, which will serve as actions for the policy promoted by the Government of Republic of Moldova with regard to migration.

OBJECTIVES

The purpose is to ensure elaboration of a public policy based on evidences, in accordance with the new requirements for policy documents elaboration and presentation of a set of recommendations for proper implementation and promotion of the state policies regarding migration issue.

KEY RESPONSIBILITIES

- Provision of an ex-ante analysis with regarding **“Fostering the return of Moldovan migrant workers from abroad” policy draft in accordance with Methodological Guidelines for the Ex-ante Impact Analysis of Public Policies;**
- Support the Ministry of Labor, Social Protection and Family during all stages of the ex-ante analysis of public policy, inclusively at the stage of public consultations;
- Ensure coordination and constructive collaboration with all stake-holders/involved parties;
- Strengthen management capacities of public policies regarding migration, return and reintegration.

RESULTS EXPECTED

- Analysis of good international practices concerning the return and reintegration of migrants;
- Elaboration of **“Fostering the return of Moldovan migrant workers from abroad” policy draft;**
- Recommendations related to implementation of actions in the field of migrants’ return and reintegration;
- Final report of tasks implementation.

ASSIGNMENT PERIOD

The Consultants will be contracted during January 2014 period, with deliverables due date no later than 31 January 2014. However, preferred delivery date for the final product is 27 January 2014.

REQUIRED QUALIFICATIONS

Academic Qualifications:

- University degree in social science or other required discipline (public administration, business management, economic relations, finance, sociology, research, etc.), Master Degree is an asset;

Experience:

- At least 2 years of experience in providing impact analysis on regulation, public policy elaboration and/or migration management. Experience of working with public national authorities in the area of strategic planning and sector development policies will be a strong asset;
- At least 2 years of proven experience in drafting strategic documents and analytical studies/reports in an accurate and concise manner, including execution of assessments, evaluations, analytical reports, preferably in the fields of economy, public administration, development and/or migration;

Competences and Skills

- Strong knowledge of best practices in migration, return and reintegration of migrants;
- Proven experience in drafting strategic documents and analytical studies/reports in an accurate and concise manner;

- Competences in cost-benefit, cost-efficiency analysis;
- Good analytical, organizational and facilitation skills;
- Experience as a diaspora member/migration experience would be an asset;
- Fluency in written and spoken English and Romanian, good command of Russian (deliverables and drafts thereof may be provided in Romanian);
- Computer literacy and ability to effectively use the office technology equipment and IT tools.

Personal Qualities and other requirements

- Good interpersonal skills, solid judgment/decision making, initiative and creativity;
- Self-starter, diplomatic, self-disciplined and responsible;
- Cultural and gender sensitivity.

DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS

- Cover letter, explaining why he/she is the most suitable for the work with a Technical Proposal;
- Financial proposal;
- Personal CV including past experience in similar projects and at least 3 references, or duly filled Personal History Form (P11).

HOW TO APPLY

Proposals should be submitted **on-line** by pressing the “Apply on-line” link, no later than **26 December, 2013**.

Requests for **clarification only** must be sent by standard electronic communication to the following e-mail: adrian.ermurache@undp.org. UNDP will respond by standard electronic mail and will send written copies of the response, including an explanation of the query without identifying the source of inquiry, to all applicants.