

## **Migration and Local Development Project (MiDL)**

### **Terms of Reference**

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Job title:	Capacity building consultant on employment and labour migration issues
Duty Station:	Chisinau Moldova
Section/Unit:	Migration and Local Development Project (MiDL)
Type of Contract:	Individual Contract
Starting Date:	27 May 2018
Duration of Assignment:	40 working days [within the period of May 2018– November 2018]

### **I. BACKGROUND**

The Government of Moldova explicitly acknowledges its commitment to generate employment and link migration and development at the local level. Institutions at all government levels are becoming increasingly aware that migration is one of factors affecting development; this is especially true for emigrants and their potential to support the home communities through local essential service improvement (water, sanitation, education, health and social services), skill and knowledge transfer and income generating opportunities.

Given the stringent need to further advance with the implementation of the Decentralization Strategy and embedding migration aspects into development processes, the State Chancellery together with United Nations Development Programme have designed a new Programme phase of the Integrated Migration and Local Development Programme. The project is designed to support Central Public Authorities (CPAs) and LPAs to develop and implement strategic policies, methodologies and procedures related to temporary, permanent and circular migration and link them to local development processes, which will enable further design and implementation of joint service improvement and income-generating initiatives, ensuring equal access for women, children, young people the elderly, the disabled, and other population groups in selected localities. Moreover, the project is developed as a replicable approach with potentials for scaling up, with intensive capacity building and strengthening of national and local public authorities to better plan, manage, budget, and implement public service management with participation of community members, including migrants.

Thus, as seen above, integrating migration into local development requires a systematic, tangible and programmatic approach. The current project is proposed based on the results achieved during the implementation of 3 phases of JILD (2007-2015), which has put a series of methodological approaches and strategic frameworks in place. It supports integrated and systematic local development planning and management, by tackling both central and local levels.

The Overall Objective of the Programme is: *Communities affected by migration benefit from improved essential local services, namely water and sanitation, health, social and education services, and have access to income-generating opportunities, including improved employment reintegration support for returnees.*

Considering the specific local development context, the current situation and needs, the project sets out two primary outcomes:

Outcome 1: The Ministry of Health, Labour and Social Protection (MHLSP) and the National Employment Agency (NEA) have mandates, capacities and resources to provide qualitative employment reintegration services to all returnees.

Outcome 2: Local public authorities have the capacities and resources to engage with community members, including migrants, and to promote knowledge transfer from abroad with a view to improving local essential services and offering opportunities for income-generating activities.

Working toward achieving the first outcome mentioned above, MIDL has provided support to the MLSPF, in developing and promoting the National Employment Strategy and its Matrix of Actions for 2017-2021, in cooperation with ILO (as part of the first Policy Component of MiDL). This strategic document contributes directly to the implementation of the National Action Plan for the Implementation of the RM-EU Association Agreement on the creation and implementation of strategic employment policies, the Government's Activity Program as well as advancing the Agenda 2030 in Moldova. The National Employment Strategy aims at developing a "dynamic, flexible and inclusive" labour market, by interpolating economic policies on productive and inclusive jobs creation and education policies on adequate skills development, a modernized NEA and active labour market measures, while integrating gender aspects, accounting for, and capitalizing on the benefits of migration. In this context, a Labour Market Observatory was created as part of the National Employment Agency in charge of performing in-depth analysis of the Moldovan labour market to support policy making. This specific activity shall contribute to fortifying the analytical capacity of NEA's newly created Labour market observatory in the field of labour migration.

## II. SCOPE OF WORK

UNDP Moldova is seeking a National Consultant to provide support in strengthening the data analysis, research and analytical capacity of NEA's Labour Market Observatory in the field of labour migration.

## III. TASKS AND ESTIMATED WORKLOAD

The assignment will require the completion of the following tasks:

Tasks and Activities	Estimated workload (days)
<p><b>1. Provide support to NEA's Labour Market Observatory in performing a comprehensive mapping</b> of all available sources of administrative and statistical data (quantitative and qualitative data), relevant surveys, analytical reports and researched performed by various think-tanks, international organizations, academia, covering the issue of labour migration and its impact on the Moldovan labour market (temporary, circular and return labour migration, immigration. Compile a database of most relevant studies and reports performed on the impact of labour migration on the Moldovan labour market (both quantitative and qualitative studies).</p> <p><i>Expected deliverables for task 1: Progress report and Comprehensive mapping of all administrative and statistical data sources on labour migration, including temporary, circular and return migration that could be used for labour market analysis. Compilation of the most relevant studies and researches in this field.</i></p>	5

<p><b>2. Provide support to NEA's Labour Market Observatory and staff in developing a model of concise analytical note on the labour migration and its impact on the Moldovan labour market:</b> develop a research methodology (to include but not limited to: a set of analytical indicators for labour market and labour migration assessment, proposed structure for the analytical note, methodological guidance and tools), collect the necessary data, develop a brief analytical note on the impact of migration on the Moldovan labour market.</p> <p><i>Expected deliverables for task 2: Progress report and Research Methodology on analysing the impact of labour migration on the Moldovan labour market</i>  <i>Brief analytical note on the impact of migration on the Moldovan Labour Market.</i></p>	20
<p><b>3. Provide support to NEA staff to review and analyse the monthly, quarterly and annual reports</b> covering the issue of labour migration and provide specific recommendations for improving the qualitative of the content of the reports, recommendations for presenting relevant data in a user-friendly format, using data for various reporting and promotional materials of the agency, and means of promoting them.</p> <p><i>Expected deliverables for task 3: Progress report and Model of monthly, quarterly and annual reports, including recommendations for improving the quality of regular reports issued by NEA on labour migration.</i></p>	5
<p><b>4. Capacity building of NEA's Labour Market Observatory and Staff:</b> provide training (at least two trainings) and on the job-coaching (continuous throughout the duration of the contract) to the staff of NEA in performing high quality, comprehensive and up-to-date analysis on the impact of labour migration on the Moldovan labour market. The capacity building activities shall focus on, but not limited to training in data interpretation, quantitative and qualitative analysis of statistical data, forecasts, analysing labour market trends, etc. The consultant shall also deliver two induction trainings for NEA' reintegration focal points from local territorial offices on labour migration issues.</p> <p><i>Expected deliverables for task 4: Progress report and At least two trainings (one day long each training) delivered, including trainings agenda, materials, evaluation forms.</i>  <i>Two trainings (half day each) delivered for reintegration focal points from local territorial employment agencies delivered, including training agenda, materials, evaluation forms.</i>  <i>Report on capacity building activities – trainings and coaching.</i>  <i>Final Activity Report</i></p>	10
<b>Total up to</b>	<b>40</b>

#### IV. DELIVERABLES AND TIMEFRAME:

The assignment should be carried out within a period of 7 months, not exceeding 40 working days.

Deliverables	Timeframe
<p><b>1. Expected deliverables for task 1: Progress report and Comprehensive mapping of all administrative and statistical data sources on labour migration, including temporary, circular and return migration that could be used for labour market analysis. Compilation of the most relevant available studies and researches in this field.</b></p>	June 2018

2. <i>Expected deliverables for task 2: Progress report and Research Methodology on analysing the impact of labour migration on the Moldovan labour market</i> <i>Brief analytical note on the impact of migration on the Moldovan Labour Market .</i>	August 2018
3. <i>Expected deliverables for task 3: Progress report and Model of monthly, quarterly and annual reports, including recommendations for improving the quality of regular reports issued by NEA on labour migration.</i>	September 2018
4. <i>Expected deliverables for task 4: Progress report and</i> <i>At least two trainings (one day long each training) delivered, including trainings agenda, materials, evaluation forms.</i> <i>Two trainings (half day each) delivered for reintegration focal points from local territorial employment agencies delivered, including training agenda, materials, evaluation forms.</i> <i>Report on capacity building activities – trainings and coaching.</i> <i>Final Activity Report</i>	October 2018
5. Final Activity Report	15 November 2018

## V. MANAGEMENT ARRANGEMENTS:

The National Consultant will work under the supervision of the Policy Component Manager of the Integrated Migration Local Development project, the MHLSP and NEA other officers/consultants of the MiDL team, as appropriate. Disbursements shall be made only after the endorsements of deliverables by the Project Manager and Policy Component Manager.

## VI. QUALIFICATIONS AND SKILLS REQUIRED

### I. Qualifications:

- University/Master Degree in Economics or related social sciences, Employment/Job promotion Policies, Labour Migration, Public Policy or related areas.

### II. Experience:

- At least 4 years of professional working experience in the field of employment, labour migration, migration, macroeconomic analysis, job creation, etc;
- Proven experience in developing analytical reports, applying advanced research methods on labour market, labour migration, employment promotion, job creation, macro-economic analysis, other relevant fields;
- Proven experience in working with and providing support and consultancy to governmental institutions in relevant fields;
- Previous experience in development assistance or related work for a donor organization, consulting company, or NGO.

### III. Competencies:

- Demonstrated capacity of team-orientation work, excellent planning and organizational skills;
- Strong research, communications and writing skills;
- Fluency in Romanian and Russian, English (will be considered an advantage);
- Ability to achieve results and deadlines in a timely manner, maintaining a high standard throughout;
- Sensitivity and respect for sustainable development, human rights and gender equality; proven commitment to the core values of the United Nations, respecting differences of culture, gender,

religion, ethnicity, nationality, language, age, HIV status, disability, and sexual orientation, or other status.

The United Nations Development Programme in Moldova is committed to workforce diversity. Women, persons with disabilities, Roma and other ethnic or religious minorities, persons living with HIV, as well as refugees and other non-citizens legally entitled to work in the Republic of Moldova, are particularly encouraged to apply.