

03.04.2020

## **Team Leader – Local Governance Moldova**

Skat Consulting Ltd. is looking for an **experienced local governance expert and project manager** for the function of the **Team Leader** of our project Ma Implic (I get involved) – Civic Engagement in Local Governance in Moldova.

### **Skat Consulting Ltd.**

Skat is a Swiss consulting company with 40 years of track record of successful, high-impact projects and partnerships, adding value to companies, organizations, and government agencies at home and abroad. We are well known as independent resource centre and consultancy working in the fields of development and humanitarian aid. We have strong experience in implementing Swiss funded projects; since more than 10 years, we are supporting local public administrations in Moldova and neighbouring countries. Governance is a growing field of expertise in Skat.

### **Project context**

Building democratic and effective local self-governance system is a serious challenge that the Republic of Moldova has been facing since its independence in 1991. Local public administrations (LPA) are responsible for providing public services to the population. However, due to a high degree of fragmentation of local government, deficit of human resources, limited revenues base, non-transparent access to regional and national capital investment funds, and lack of guidance from the central level, the municipalities are often unable to fulfil their mandate and respond to the needs of the population in a participatory, effective, inclusive and sustainable way. Thus, LPA's abilities and incentives to improve the situation are constrained.

The public's capacity to hold LPAs accountable is also poor. Citizens are reluctant to engage in public affairs, due to underdeveloped civic culture as legacy of the post-Soviet Union, low level of social cohesion, unawareness of rights and entitlements, especially among vulnerable, lack of understanding of existing ways to demand better services, and lack of trust in LPAs' potential to improve the situation. Repairing this disconnection between the population and the local self-governance system is a pending and challenging development task.

Although the National Decentralization Reform Strategy has expired in 2018 and a new policy have not been developed yet, a window of opportunity for advancing in the local governance system is opening with the inclusion of the consolidation of local autonomy and decentralization as one of the priorities of the new Government of Republic of Moldova. Emerging experiences of increased local level civic activism throughout the country encouraged by various international development projects are also positive trends.

### **Project summary**

The Ma Implic Project is part of the Swiss Cooperation with the Republic of Moldova. The overall objective of the project is formulated as "Rural population of Moldova has equitable access to quality public service provision".

The "Ma Implic" project aims at ensuring that rural population of Moldova has equitable access to quality public service provision. In pursuing this goal the project works at two levels:

At the local level, on the "supply side", the project supports LPAs in 30 targeted partner municipalities to manage service provision in a participatory, effective, inclusive and sustainable way through identifying and satisfying LPAs' strategic needs in communal service planning, budgeting and service management, as well as building organizational capacities of local Service Providers' in effective communal service operation and maintenance. On the "demand side" the projects ensures that people, including vulnerable, are more engaged in local decision-making and monitoring of

service provision in targeted municipalities through improving local policy frameworks and establishing processes for people's engagement in the area of communal service planning and management.

At the national level, the project invests in advancing policy, legal and financial environment in order to improve quality public service provision and decentralization reform by

- supporting informed policy dialogue and policy making process in relation to communal service provision,
- strengthening ability of the national Association of LPAs to represent its constituencies, engage in policy dialogue and provide support services to its members,
- supporting the role of the State Chancellery in steering the Local Self-Government and decentralization reform.

The project is in its first phase from 01.11.2019 to 30.10.2023, with a budget of 5.9 million CHF. SDC has mandated Skat Consulting Ltd to implement the project. The team of the Project Facilitation Unit in Moldova consists of 6 full term employees and several part time experts/consultants.

Further information:

- [Skat Consulting Ltd.](#)
- [Swiss Cooperation Strategy Moldova](#)
- The Project Document can be obtained on request.

#### **Duty station and contract duration**

- Based in Chisinau, Moldova
- 100 % working time
- Team Leader during phase 1 of the project: 01.07.2020 – 31.10.23

#### **Term of Reference of the team leader:**

The Team Leader (TL) acts as Skat's main contact person in Moldova for the Ma Implic Project regarding its operational aspects. The TL has the overall responsibility for the implementation of the Project activities and the delivery of the Project outputs according to the project document and the yearly plans of operations. The TL maintains regular exchanges with the project director and the project manager on project progress and any other issues.

The TL has following main responsibilities:

- Overall responsibility for operations of the project in Moldova, in close coordination with the Project Director and Project Manager and the backstopping team
- Responsible of relations with project partners in Moldova and the SCO on all operational matters
- Supervision and management of Project Facilitation Unit (PFU) staff as well as recruitment and supervision of local consultants;
- Lead of administration, finances and human resources management of the PFU
- Project cycle management, including reporting, budgeting, yearly operational planning
- Lead of project implementation in strategic and conceptual matters, in close coordination with the Project Director and Project Manager and the backstopping team
- Defining with the Swiss Cooperation Office policy dialogue issues and making available the supporting information
- Operational management and coordination of all project activities including the application of proper monitoring and evaluation procedures within project partnerships;

- Financial and administrative management of the PFU and Project implementation, ensuring smooth running of all relevant procedures and proper adherence to all related SDC and Skat rules and regulations;
- Facilitate seminars, workshops, conferences and study tours;
- Ensuring timely preparation, approval and dissemination of all required progress reports;
- Participating in the meetings of the Ma Implic Steering Committee in a secretariat function;
- Keeping relationships and networking with all project partners, main sector stakeholders and national / international communities of practice / projects on the thematic and operational level

This list of responsibilities is non-exhaustive: depending on emerging needs for project implementation, requirements of Skat HQ or requests by the client, the Team Leader has to assume additional responsibilities in order to ensure the achievement of the project's objectives and sound management of the PFU.

Working under the overall responsibility of the project director, the Team Leader is accountable to him in operational and administrative matters. The working place of the Team Leader is the Skat office in Chisinau with regular presence in project locations throughout Moldova.

**Requirements:**

- University degree in a field relevant for the assignment
- Confirmed experience in decentralisation reforms, local governance and civic engagement, public services (10 years or more in at least one of the listed thematic areas)
- Confirmed experience in a team leader function (teams of 5-10 full time staff) and project management, including procurement and administrating significant budgets
- Excellent communicator and strong report writer
- The position is open to Moldovan and international candidates. Moldovan applicants need to have international professional experience. International applicants need to have professional experience in Moldova or the wider region (Eastern Europe/Caucasus).
- Knowledge of English is a must, knowledge of Romanian or Russian a strong asset

We offer attractive remuneration and working conditions as part of Skat's dedicated and dynamic team.

**Application:** Please send your application by email to [Violeta.Zivanovic@skat.ch](mailto:Violeta.Zivanovic@skat.ch) as soon as possible, **latest on 15.05.2020**. Please include contact details of reference persons for at least three recent relevant assignments.

Questions can be addressed to [Florian.Klingel@skat.ch](mailto:Florian.Klingel@skat.ch).