**Description of responsibilities and requirements to qualifications, skills and experience of RST positions at the Ministry of Regional Development, Construction, Housing and Communal Service of Ukraine**

**REFORM: BUILDING, HOUSING AND COMMUNAL SERVICES REFORM**

**Sub-Section: Housing and communal services reform**

**POSITION: Legal Expert (Category 3, DHS & Utilities)**

1. **Objective(s) and linkages to Reforms**

A Reform Support Team (RST) at the Ministry of regional development, construction, housing and communal services of Ukraine (MinRegion) is a group of Ukrainian professionals (non-civil servants) funded on a temporary basis by the donors that provides targeted technical support and assists the Ministry in the design and implementation of priority reforms. The RST assists in filling the capacity gaps in the design and implementation of priority reform strategies and programs, while strengthening links and partnerships between the Ministry’s priorities and relevant donor support.

RST is funded by the EBRD managed Ukraine Stabilisation and Sustainable Growth Multi-Donor Account (MDA). The contributors are: Denmark, the European Union, Finland, France, Germany, Italy, Japan, the Netherlands, Poland, Sweden, Switzerland, the United Kingdom and the United States of America.

Housing and communal services sector reform is one of the priorities of the Government of Ukraine and the MinRegion, which is defined by the Sustainable Development Strategy of Ukraine-2020.

Space heating of buildings possesses huge potential for improvements. 50% of heat is lost through not energy efficient buildings, which is 9 billion cubic meters of gas annually, another 2.4 billion cubic meters of gas is lost on the way to our homes.

The main objectives of housing and communal services sector reform are district heating, water supply and water sewerage, waste management, water supply, and water sewerage sectors. The main issues to resolve are: development proposals for implementation efficient district heating; improving the development of heat supply schemes in the cities of Ukraine; improving the tariffs methodology (including investment component in the tariff); improving financial standings in the sector and provide incentives to improve the efficiency; create favorable conditions for attracting foreign and domestic investments. Also, the main issues of the water supply and water sewerage sector are the improvement of regulation of water sewerage, development of policies, legislation in the water supply.

A Legal Expert is needed in order to draft and support the necessary legislation changes related to District Heating sector, waste management, water supply and water sewerage sectors reform.

1. **Duration and proposed timeframe:**

Duration of the assignment is until December 31, 2019 with the possibility of extension, subject to approval in accordance with MDA procedures, two-month probation period should apply to the successful candidate.

The Consultant shall deliver services mainly in Ukraine and for no less than 20 working days per calendar month.

1. **Main Duties and Responsibilities:**

* Legal support of the District Heating sector, waste management, water supply and water sewerage sectors reform process;
* Preparation of draft laws and secondary legislation within District Heating sector, waste management, water supply and water sewerage sectors reform process;
* Representation of the draft legislation before the Committees of the Parliament, the Members of Parliament, State Authorities and Ministries;
* Legal support of draft legislation during their approval in the Ministries, Ministries’ internal departments and CMU;
* Negotiation of the provisions of draft legislation with international organization, financial institution, Ministries and Parliaments Committees with regard to their implementation;
* Collaboration with internal legal departments of the Ministries, State Authorities, Parliament for implementation of District Heating sector, waste management, water supply and water sewerage sectors reform acts;
* Consultations with the key stakeholders including local authorities association (e.g. Covenant of Mayors), district heating companies, home-owners' associations, international financing institutions, civil society, etc.
* Preparation of presentations and analysis of legal acts;
* Providing legal analysis of current legislation and preparation of propositions for its amendments within District Heating sector, waste management, water supply and water sewerage sectors reform process;
* Monitoring on a monthly basis changes in the legislation and drafted legal acts to correspond EU Directives;
* Developed and maintained the database covering ongoing and planned projects funded by the IFIs and donors;
* Provide all necessary support required to ensure implementation of the new regulation developed under reform priority area, including but not limited to the laws, concepts, programs and secondary legislation;
* Support in restructuring of old gas debts of DHCs;
* Legal analysis of draft laws and secondary legislation which have to be approved by the Cabinet of Ministries or the Parliament with regard to their influence of District Heating sector reform process, preparation of the comments and amendments to such draft laws.

1. **Main anticipated deliverables:**

* Improvement of legislative regulation of waste management in settlements;
* Drafting and supporting the Law of Ukraine "On amendments to some legislative acts of Ukraine concerning drinking water and drinking water supply" and drafting secondary legislation;
* Drafting and supporting the Law “About water sewerage” and drafting secondary legislation to this Law (Directive EU 91/271);
* Participate in drafting the Strategy of development of water supply and sewerage of Ukraine.
* Information support to district heating sector reform and related legislative changes;
* Analyzed the report on current legislation for District Heating sector, waste management, water supply and water sewerage sectors reform and prepared comments on its improvement;
* Action plan of legislation changes for District Heating sector reform, waste management, water supply and water sewerage sectors reform;
* Draft necessary legislation changes within District Heating sector, waste management, water supply and water sewerage sectors reform process;
* Legal support on implementation of District Heating sector, waste management, water supply and water sewerage sectors reform process
* Regular progress reports on reform development and implementation.

1. **Qualifications, Skills and Experience:**
   1. ***Qualifications and skills:***

* At least a Master degree in law;
* Strong analytical, communication and presentation skills;
* PC literacy (PowerPoint, Project, Excel, Word, Legal databases Liga or Rada proficient)
* Fluency in Ukrainian and English
  1. ***General professional experience:***
* More than 5 years of general professional experience. Prior experience of work in public services reform team is a plus.
  1. ***Specific professional experience:***
* Minimum 5 years of working as a lawyer, preferably in housing and communal sector;
* Experience with the reform implementation in Ukraine, especially as related to housing and communal sector is a plus;
* Experience with government entities and their mandate and processes is an asset.

1. **Indicative Performance criteria: (Key Performance Indicators - KPI)**

* % of tasks delivered within deadlines
* Timely submission of monthly performance reports

1. **Remuneration**

The estimated monthly value of this consultancy position is in the region of EUR 400 - 1000 GROSS. The funding source of this assignment is the EBRD-Ukraine Stabilisation and Sustainable Growth Multi-Donor Account. The exact rate will be made by the Recruitment Committee comprised of representatives of the MinRegion and international donors.

1. **Submissions**

Submissions must be prepared in English and delivered electronically by 08 of January 2019 to the following address: [rstminregion@gmail.com](mailto:rstminregion@gmail.com)

All submissions must include:

* Filed Application Form;
* At least one professional reference letter (from the past supervisor / manager);
* Applicant’s CV;
* Expected salary range (for information only).

Only complete submissions, containing the above, can be considered.

Selected applicants will be invited to the interview.

1. **Selection Procedure**

Following the evaluation of all applications received, selected candidates will be invited to a brief written test in the Ministry regional development, construction, housing and communal services of Ukraine covering both general and technical questions in both English and Ukrainian. Only short-listed candidates will be invited to an interview.