**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: CONSTRUCTION INDUSTRY REFORM**

**POSITION: Senior Expert (Category 2, Housing and Urbanistic)**

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

A Reform Support Team (RST) at the Ministry 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 will assist 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.

Urban and spatial development in Ukraine as a consequence of centrally planned economy is not flexible enough to changes in market conditions respond, in order to become an effective tool for a new regional policy formation. It is essential to provide the constant update and enhance regulation in the area of urban development, territorial planning and housing construction constantly in order to ensure the sustainable development of the settlements and regions to improve the living environment for populations.

In the coming years, it is possible to determine the key areas of the regulatory support for the construction industry of Ukraine. It includes the urban and spatial planning, creation a comfortable living environment and the development of construction norms and requirements on housing constructions and mortgage lending, that adapted to the international regulations.

Construction industry reform, which is one of three main reforms of the MinRegion is committed to formulating a healthy and transparent system. It aims to make Ukraine adherent to OECD standards and implementations of European spatial development strategy for the sustainable growth of settlements and regions, but also improving the living conditions.

The reform aims for next main objectives:

* Deregulation and updating of the construction norms;
* Harmonization of national construction norms and requirements to appropriate international standards (including introduction of international forms of construction contracts);
* Development of the new policies and strategies;
* Creation a comfortable living environment;
* Enhance of the anti-corruption mechanisms.

A Senior Expert is needed to support the construction industry reform, especially assisting in drafting and approving the Concept and Action Plan of the reform, providing analytical support and international best practice, in particular, the housing construction, spatial planning and urbanistic.

1. **Duration and proposed timeframe:**

Duration of the assignment is until December 31, 2019 with an 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:**
* Facilitate the preparation of relevant priority work plans, allocation of responsibilities, resource planning and coordination support;
* Collection, development and presentation of all relevant documents and materials (e.g. work plans, reports, analyses and proposals) needed for the activities of all relevant technical aid projects and expert missions;
* Support the identification, collection, collation and analysis of relevant data and information;
* Assist in the design, preparation and coordination of the implementation of the strategic framework in devoted areas;
* 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
* Preparation of timely and quality reports and status updates on implementation progress;
* Preparation of slides for presentations and/or information for infographics.
1. **Main anticipated deliverables:**
* Proposals for implementations of best international practice to Ukrainian construction norms and requirements on housing construction, urban development and territorial planning;
* Proposals for implementation technical acts in the area of planning and development of territories to European standards;
* Developed of the Action plan and necessary legislative changes in the spheres of planning and urbanization;
* Supported of the developing of one codified normative legal act in the construction industry and implementation of the Urban Cadastre;
* Developed an Action Plan to Improve Approaches to Implementation of the State Housing Policy;
* Developed of draft regulatory and legal acts on improving the provision of affordable housing and mortgage lending;
* Developed the Action Plan based on the Concept of the construction sector reform;
* Drafted laws and secondary legislation changes based on the first priority needs to be identified during the preparation of the Action Plan;
* Developed legal acts to correspond appropriate international standards for technical regulation;
* Regular progress reports on reform development and implementation.
1. **Qualifications, Skills and Experience:**

***5.1. Qualifications and skills:***

* Master’s degree in civil engineering, management, finance, economics, law or business administration;
* Strong analytical, communication and presentation skills;
* PC literacy (PowerPoint, Project, Excel, Word; Visio is an asset);
* Fluency in Ukrainian and English.

 ***5.2. General professional experience:***

* More than 10 years of general professional experience. Prior experience of work in public services reform team is a plus.

 ***5.3. Specific professional experience:***

* Minimum 5 years of experience in development, analysis, implementation of policies and strategies or project management in construction industry, housing or land law;
* Experience with the reform implementation in Ukraine, especially as related to construction industry;
* 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 800 - 1400 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

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.