

Call for expressions of interest for consultancy services: research, operational and strategic consultancy support for EaP CSF Working Group 5

Consultancy services: To provide EaP CSF Working Group 5 with research, operational and strategic support throughout its yearly activities that include Working Group meetings, participation in high-level meetings, implementation of work plans, country and region-focused input collection.

Closing Date: Monday, 10 May 2021

1. Title of the contracts:

Working Group consultant for EaP CSF Working Group 5 (WG5)

Duration: May-December 2021; potentially can be extended for 2022 and 2023

2. About EaP CSF and EaP CSF Working Groups

The Eastern Partnership Civil Society Forum (hereinafter EaP CSF or the Forum) is a community of nongovernmental organisations established in 2009, with the support of the European Commission. EaP CSF is open to bona fide non-governmental organisations from the six partner states (Armenia, Azerbaijan, Belarus, Georgia, Moldova, Ukraine), as well as to EU member states civil society organisations (CSOs) which share the objectives of the Forum and value cooperation.

Every two years, 160 CSOs (50 from each EaP National Platform (total 150), and a maximum of 40 EU CSOs) are selected to participate in the life of the Forum as EaP CSF delegates. They are organised in 5 Working Groups in alignment with the official Eastern Partnership architecture:

- Democracy, human rights, good governance and stability (WG1);
- Economic integration and convergence with EU policies (WG2);
- Environment, climate change and energy security (WG3);
- Contacts between people (WG4);
- Social and labour policies and social dialogue (WG5)

Each WG is managed by two coordinators, one representing EaP-based organisations and one representing EU-based organisations.

3. About EaP CSF Working Group 5

EaP CSF Working Group “Social & Labour Policies and Social Dialogue” focuses on promoting social and decent employment matters as stand-alone priorities in the EU-EaP relations. WG5 provides expertise on a range of issues, including social policies, labour migration, labour rights, gender equality and fair pay, and social dialogue.

Working Group 5 has a number of policy priorities which it seeks to add to the EaP’s agenda, including:

- Establishing a new EaP policy pillar focusing on social dialogue, labour migration and employment policies as priorities in their own right;
- Promoting stronger social dialogue as an essential dimension and moves toward sustainable, resilient and integrated economies;
- Promoting the adoption and implementation of European norms and international standards defined by the Charter of Fundamental Rights of the European Union, the European Social Charter, the European Pillar of Social Rights and the International Labour Organisation;
- Raising awareness on the benefits of strong social dialogue among EaP governments and civil society and promoting fundamental social values such as social justice, cohesion and equality;
- Supporting a fair labour mobility between the EU and EaP countries, as well as among EaP countries, focusing on a fair pay and decent working conditions.

To find out more about EaP CSF WG5, its membership, projects and publications, please check <https://eap-csf.eu/working-group-five/>

4. Responsibilities of the WG5 consultant and indicative deliverables

The selected WG5 consultant will perform the following duties in agreement with the EaP CSF Secretariat and the two coordinators of WG5:

Technical/ research support

- Support WG5 with technical expertise on several thematic areas (i.e. social policies, labour migration and labour rights, social dialogue, gender equality);
- Follow the relevant policy/ political processes at the EU institutions and International Organisations’ level and identify those that have an implication for the EaP countries, and the thematic areas covered by WG5 (i.e. EU migration and asylum policy, EU Social Dialogue, EU Gender Equality Strategy 2020 – 2025, ILO Conventions, recommendations and standards, EESC policies on external relations, etc.)
- Conduct desk research and collect input from EaP CSF members and from existing products of the Forum (i.e. re-granting projects, policy papers, statements) on dedicated topics at stake;

- Contribute to and review policy input drafted by WG5 members/ WG5 coordinators/ Secretariat staff.
- Provide a comparative regional analysis and perspective over given topics;
- Support the WG5 coordinators and the Secretariat in shaping the annual WG5 meeting agenda and the WG5 meeting during EaP CSF Annual Assembly;
- Design and draft written products such as i.e. WG5 meeting agenda, internal/ external event concepts and questions to speakers, research notes, policy briefs, statements, terms of reference, etc.
- Coordinate the collection of input from members for the Forum's participation in EaP architecture meetings and EESC EU – Georgia/ Moldova/ Ukraine CSP bilateral platform meetings.

The list of indicative deliverables includes:

- Detailed WG5 meeting concepts, agendas and reports;
- Desk-based and participatory research products (on a case by case basis);
- Suggestions for an improved participation of the WG5 members in EaP architecture meetings and EESC meetings;
- Written contributions to the overall operation of WG5 and its activities;

This is not an exhaustive list of responsibilities and deliverables. Both are subject to review on a regular basis, in agreement with the Consultant.

5. General qualifications of the consultant

- Postgraduate university degree (political science/ international relations/ development studies/ CSO management/ sociology, etc.) with relevant thematic expertise and work experience;
- Proven expertise and experience in the field(s) of social policies, labour migration and labour rights, social dialogue with a focus on the Eastern Partnership region;
- Good understanding of the EaP policy and of the role of civil society in shaping it;
- Sound knowledge of the functioning of the EU institutions and EU's foreign affairs, in particular towards EU's Eastern Neighbourhood and any flagship initiatives or programmes related to social affairs/ migration/ social dialogue/ gender equality;
- Good understanding of organizational structures operations and policies of non-governmental organisations and familiarity with EaP CSF processes and structures;
- Capacity to understand and assess the opportunities, challenges and limitations of structures such as EaP CSF Working Groups;
- Good desk and participatory research skills coupled with good drafting and reporting abilities;
- Good command of English (mandatory) and of Russian (desirable); knowledge of any other EaP and EU languages is appreciated;
- Ability to work independently and as a part of a team;
- Flexibility and ability to work under tight deadlines;
- Experience working with EaP CSF is a plus.

6. Duration and location of the assessment and estimated workload

Expected workload: between 5h/week and 20h/week, depending on the calendar of activities of WG5 and the agreed responsibilities with each consultant;

Duration of the assignment: until the end of 2021 (with possibility of extension in 2022 and 2023)

Location of the assignment: home-based

The current assignment does not involve travelling to the Eastern Partnership Countries.

7. Recruitment process

Qualified candidates are invited to apply by **10/05/2021, 23:59 CET** by sending the following documents to **applications@eap-csf.eu** (Subject line: **EaP CSF – WG5 consultant application**):

- CV (maximum 5 pages, in English)
- Motivation letter (maximum 1 page, in English, explaining why the candidate could be an asset for Working Group 5)
- Financial proposal (specifying expected hourly rate)

Only pre-selected candidates will be contacted for a brief interview that will take place in the second half of May 2021.

EaP CSF applies a fair and transparent recruitment process that will take into account both the expertise and skills of the applicants, as well as their financial proposal. For any additional information, please contact admin@eap-csf.eu

8. References

For more information about EaP CSF Working Groups, please check: <https://eap-csf.eu/working-groups/>

For more information about the participation of EaP CSF in the EaP architecture meetings, please check: <https://eap-csf.eu/policy-dialogue/>

For more information about the participation of EaP CSF in the EU-Georgia/ Moldova/ Ukraine CSP bilateral meetings, please check: <https://eap-csf.eu/policy-dialogue/bilateral-dialogues/>