

JOB DESCRIPTION

REGIONAL DEVELOPMENT TRAINING AND SUPPORT COORDINATORS

JOB TITLE

Regional Development Coordinator (up to 3 posts) in the Regional Development Capacity Building Facility project, based in the Ministry of the Sea, Transport, Tourism and Development (MMTPR), Zagreb.

BACKGROUND

These posts will be part of a project team that is currently working in the MMTPR supporting the Ministry and county/locally based organisations to enhance regional development capacity in Croatia. The project is being implemented by a consortium of ECORYS Nederland and GDSI Ireland. The project started in late September 2007 and will continue until September 2009.

JOB PURPOSE

The experts will be responsible for the coordination, liaison and (partly) the execution of technical assistance and training to counties and other target groups in the NUTS2 regions of Croatia, namely

- Adriatic Croatia
- Panonian Croatia, and
- North West Croatia.

The appointed experts will work closely with

- the project Team Leader and key experts,
- other international and local short term experts in the project,
- key contact persons in each county within the respective NUTS 2 regions, and
- stakeholders in the NUTS2 and 3 regions.

REQUIRED INPUTS AND TIMEFRAME

The assignment will be executed in the period between January 2008 and September 2009, during which time each expert will work between 150 and 200 days on the project. The coordinators will work partly in Zagreb (MSTTD) and partly in each of the 3 NUTS2 regions. Depending on qualification and availability there is a possibility of combining the coordination/expert work in different NUTS2 regions.

REPORTING

The expert(s) will report to Mr. Sjaak Boeckhout, Team Leader Regional Development Capacity Building Facility.

BACKGROUND TO THE PROJECT

Croatia is preparing for EU-accession. One of the areas of preparation is regional policy. This area directly links to the EU objective of pursuing economic and social cohesion among the different parts of the European territory and important social groups. Through the CARDS programme the EU is providing support to Croatia in this

preparation. In the context of CARDS support, the Regional Development Capacity Building Facility project (RDCBF) is providing assistance to the Ministry of the Sea, Tourism, Transport, and Development (MMTPR) in this process in the field of regional development.

The main objectives of the RDCBF project are to:

- Strengthen MMTPR capacity in coordination and management of development programmes and projects at regional/local level and prepare the Ministry for its future role in managing the EU Structural Funds for regional development;
- Enhance capacity to plan and implement development activity at county/wider region level;
- Strengthen capacity of regional and local level for the effective absorption and use of funds for development.

Since 2000, various international programmes have already provided considerable support to strengthening strategic development capacity in the so-called war affected regions and Areas of Special State Concern. One of the concepts that was introduced to assist in this is the Regional Operational Programme (ROP). In almost all counties ROPs have been prepared, providing a strategic vision for the development of the county for the period till 2010 or 2012.

Now that Croatia is preparing for joining the EU Structural Funds there is a need to prepare new programming documents and to demonstrate to the EC that these documents will be drawn up in partnership. The new programming documents will also need to be supported by project development capacity that will absorb these funds through good quality projects meeting EC requirements. The RDCBF project will provide technical assistance and training in building the capacities for those agencies that will be active in the field of regional development planning at central and county level in Croatia. Since the Structural Funds are primarily programmed at NUTS2 level and Croatia has adopted 3 NUTS2 regions for development planning purposes, the project will primarily organize its assistance and training to the stakeholders at county and local level through these 3 NUTS2 regions.

REQUIRED QUALIFICATIONS AND EXPERIENCE

A. ESSENTIAL:

- University degree in economics, geography, sociology, political science, civil engineering or related discipline;
- Five to seven (5 to 7) years relevant professional experience in working on development issues at central and/or regional level;
- Proven track record as a coordinator and/or regional development expert/trainer (at least 3 years);
- Ability to establish and maintain good working relations with a wide variety of regional players;
- Ability to work both on an individual basis and as a team player;
- Fluent, both verbally and in producing/assessing written material, in Croatian and English.

B. ADVANTAGEOUS

- Knowledge and/or experience of EU pre-accession funds and an understanding of the principles of EU Structural Funds;
- Driving licence and a car at its disposal (due to the travelling involved).

TASKS AND ACTIVITIES

The experts will be required to undertake the following activities under this assignment

- Assess the quality of ROPs, partnerships and local capacity in cooperation with other experts in Project Team and draft recommendations for upgrading;
- Regular liaison with senior representatives of NUTS2 and NUTS3 organisations;
- Organise and participate in capacity building meetings, support activities and trainings with stakeholders in the respective counties of each NUTS2 region;
- Use their initiative to work with Project Team Members, Civil Servants from the MMTTR and other Ministries, officials at county and local level as well as other stakeholders at national, county and local level in developing and initiating activities related to partnership development, regional capacity building activity, as well as carrying out specific training activities in the counties.

REQUIRED OUTPUTS

The following outputs are expected from the work of the expert:

- Meaningful contributions to the assessment of the quality of the ROPs, the partnerships at county and wider region level, and the capacity at local level to plan and implement projects financed from international/EU-funding;
- Successful organisation of meetings, support activities and trainings with stakeholders in the respective counties of each NUTS2 region, with good feedback ratings;
- Regular reports back to the Team Leader on issues and progress at county level and monthly reports on progress of tasks and activities at county and wider region level;
- Initiatives and activities to make the project visible.

APPLICATIONS AND INFORMATION Please send your CV with a covering letter of no more than 3 pages showing how you meet the qualifications and experience requirements of the post, together with an indication of your availability **by Friday 14 December 2007, 14.00h at the latest.**

Interviews with selected candidates are foreseen to be held **on 18 and/or 19 December 2007**. Candidates will be invited for these interviews by 15 December.

Applications should be send to:
Regional Development Capacity Building Facility,
Attn. Mrs. Anja Celio-Cega, Project Assistant
Anja.Celiocega@ws.mmtpr.hr

Additional information can be provided by:
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