**Annex A**

**Terms of Reference and Scope of Services**

**Evaluation of public call “Supporting Innovative Approaches to Tackle Youth Employment and Employability” for 2020-2021**

**Position:** Consultant

**Duration:** November 25 – December 31, 2021

**Resources**: Up to 15 days

# Background

The accession to the EU is one of the key priorities of the Government of Serbia and at the same time the main driver of structural reforms. Negotiations for EU acquis chapter 19 – Social Policy and Employment – and relevant Action plan concluded that Serbia is moderately prepared in the area of social policy and employment. Some progress was made in further aligning the legislation with the acquis, mainly in the area of working conditions. In the coming period, Serbia should ensure adequate financial and institutional resources for employment and social policies to more systematically target the young, women and long-term unemployed, a priority indicator of the E2E in the second phase. The Social Inclusion and Poverty Reduction Unit (SIPRU), a part of the Prime Minister’s Office, will support this process of social dimension of EU accession and relevant youth employment policies.

In the previous period, the Instrument for Pre-Accession Assistance (IPA) funds were unsuitable for developing and testing ideas for policy reforms before the wider implementation. The Government of Serbia (GoS) has invited Switzerland to support the ESRP process within the E2E main phase, as the Swiss support to the GoS reforms so far has been assessed as the very influential in the social and economic field. As Switzerland also leads the Human Resources and Social Development (HRSD) Sector Working Group, in the frame of donor coordination, and within the already established strategic partnership with SIPRU, Switzerland is well positioned to influence positively youth employment policy framework through proposed interventions. The good reputation is further supported by the excellent results of the Swiss engagement in the education reform support.

The education system still fails to develop skills relevant for the Serbian labour market. This mismatch between skills supply and demand on the labour market affects mainly young persons and among them the young women that face a long transition from school to work and thus often become long-term unemployed or even inactive. The impact hypothesis of E2E is reflected in the strategic policymaking approach whereby improved employment policies and capacities of institutions are built up to promote a more efficient use of public resources in the field of employment and education.

The Project “From Education to Employment – E2E“ is part of the larger E2E program launched by the Swiss Agency for Development and Cooperation (SDC) in 2015 with the overall goal to increase decent youth employability in Serbia in a socially inclusive and sustainable way. E2E improves the position of youth on the Serbian labour market through modernization of youth employment policies and the development of young skilled labour demanded by the private sector.

The E2E program supports evidence-based approaches in the youth employment policies in Serbia. Under the lead of the SIPRU, it facilitates the policy dialogue between key national and local stakeholders. By including good practices from the main phase’ pilot regions, SIPRU advocates changes in the youth policy framework. The key line ministry in charge of the implementation of the youth employment and employability policies in Serbia relevant for implementation of the E2E is the Ministry of Labor, Employment, Veteran and Social Affairs (MoLEVSA) with the support of the Ministry of Education, Science and Technological Development (MoESTD). Line ministries were actively involved in the design and implementation of the main phase and the 2nd phase is continuation of the joint efforts for youth employment up to 2021.

# Introduction

The overall goal of the E2E program is to increase decent youth employment in Serbia in a socially inclusive and sustainable way. The project has two outcomes:

Outcome 1: Relevant national and local key stakeholders apply effective and evidence-based policies on youth employment and employability through increased performance capacities and diversified funding portfolio.

Outcome 2: Young jobseekers are better able to position themselves on the labour market through employment promotion measures and non-formal training offers required by the private sector in selected regions of Serbia.

As per Outcome 2 the following key Outputs are envisaged:

1. Work-Based Learning opportunities and private sector industry solutions for young people in selected regions of Serbia
2. Established Career Guidance & Counselling and Traineeship Matching Services for young people in Serbia.
3. Socially innovative and inclusive models for youth employment and employability are disseminated and regularly practiced within the supported CSOs/broker organizations.

This specific Terms of Reference is related to achievement of Outcome 2 and support to the innovative and inclusive models for youth employment. More specifically, this assignment will directly contribute to the achievement of output 2.3 where support for socially innovative and inclusive models for youth employment and employability is envisaged. In addition, there is link to Outcome 1 since supported measures will serve as good practices in the provision of expertise towards strengthening the youth employment policy framework and public services.

1. **Objective of the Assignment**

Objective of the assignment is to conduct evaluation of public call “Supporting Innovative Approaches to Tackle Youth Employment and Employability” for 2020/2021, with focus on results achieved by six innovative youth employment models, developed by the SIPRU within the first phase of the Education to Employment Programme. The evaluation will highlight implemented ideas, initiatives, activities and especially results achieved related to youth employment and youth employability. Specific focus of the evaluation will be to deliver assessment of achieved sustainability and future potential of the models, beyond the results achieved through implementation of grant schemes. This process will also assess partnership and role of different stakeholders in implementation of six projects (CSOs, national and local government institutions, education institutions, private sector etc.).

1. **Scope of Work and Tasks**

The consultant is expected to:

Part I: Evaluation the level of success in project implementation supported through 2020/2021

* Familiarize with each of the six SIPRU youth employment models focusing on activities implemented during 2020 and 2021;
* Review and assess achievement of results and objectives by all six SIPRU youth employment models in regard to implementation of project activities during 2020 and 2021;
* Evaluate the measure and contribution of SIPRU grant scheme models toward main Program outcome indicators (outcome 2 indicators relevant for SIPRU)
* Examine if and to what extent innovative models contributed to systemic, policy and/or legal change both on national and local level
* Perform the financial overview for employment/employability measures for each of 6 models/cost per person
* Any other task within the scope of work related to evaluation of public call defined by the SIPRU Program Manager.

Part II: Sustainability of youth employment models

* Evaluate the sustainability achievements of 6 youth employment models in 2020/2021 focusing on financial, institutional, policy and institutional sustainability based on the sustainability plans, project documentations and evaluations/reports submitted
* Examine the sustainability direction and challenges both SIPRU and grantees had within this process and their relevance in context of sustainability of youth employment models
* Political and economic environment in local communities where models are based
* Legal challenges in ensuring sustainability of models
* Capacity of local implementation partners for scaling and making models sustainable
* Role and actions of SIPRU in providing support to grantees
* Main drivers of the change and key obstacles
* Challenge in transfer of know how developed by civil-private sector and involvement of public sector in managing and financing the model
* Challenge in managing the models under new circumstances
* Any other challenge occurred within the project implementation
* Examine the sustainability prospect for each of the 6 models (Is model entirely sustainable or some part of it? Where is the highest interest of grantees regarding sustainability of model? Where is the highest risk in making model sustainable? What are the mitigation measures?)
* Evaluate the role and involvement of other stakeholders (private, public etc.) in Project implementation process and sustainability of models

Part III: Recommendations for each of the grantees on sustainability of youth employment models focusing on financial and managerial sustainability of models (preliminary list of questions, not definite)

* How and to what extent private and/or public sector should be involved in financing the model (i.e. % of financial contribution to match the SIPRU funds?)
* What should be the role of the civil sector in managing the model in future?
* Should certain models be improved/adjusted and if yes in which direction?
* Which policy recommendations from lessons learned on innovative models and what steps to be taken to implement recommendations?
1. **Outputs/Deliverables**

The consultant will be responsible for delivering the following outputs:

1. Work plan and methodology on delivering evaluation of public call “Supporting Innovative Approaches to Tackle Youth Employment and Employability” for 2020-2021, including an outline of evaluation report based on ToR and approved by SIPRU;
2. Organized consultation process, meetings and interviews with stakeholders involved in the implementation and collected feedback relevant for drafting the evaluation report;
3. Draft version of evaluation report on public call “Supporting Innovative Approaches to Tackle Youth Employment and Employability” for 2020-2021, approved by SIPRU.
4. Final version of evaluation report on public call “Supporting Innovative Approaches to Tackle Youth Employment and Employability” for 2020-2021, approved by SIPRU.
5. **Qualifications**

The consultant shall have the following skills, experience and qualifications:

* University degree of social science;
* At least 10 years of general working experience related to the objective of the assignment;
* At least 5 years of working experience in delivering project preparation, monitoring and/or evaluation and analysis in fields of employment, social inclusion and/or poverty reduction;
* Sound understanding of national policy, institutional and legal youth employment context in Republic of Serbia;
* Experience in cooperation with national and international stakeholders (civil society, public administration, social partners, grass-roots organizations, etc.);
* Previous experience in evaluation of projects related to youth employment and youth employability will be considered as an asset;
* Excellent knowledge of the English language;
* Good analytical, writing and reporting skills;
* Excellent communication skills.
1. **Reporting**

The selected consultant will report to the SIPRU manager who is accountable for all contracts signed by SIPRU, but with engagement and quality assurance of Youth Employment Coordinator.

Following deliverables are expected to be delivered by the consultant:

* Work plan and methodology on delivering evaluation of public call Supporting Innovative Approaches to Tackle Youth Employment and Employability” for 2020-2021, and an outline of evaluation report based on ToR, no later than November 29, 2021;
* Organized consultation process with stakeholders and collected feedback relevant for drafting the evaluation report, no later than December 9, 2021;
* Draft version of evaluation report on public call “Supporting Innovative Approaches to Tackle Youth Employment and Employability” for 2020-2021, no later than December 21, 2021.
* Final version of evaluation report on public call “Supporting Innovative Approaches to Tackle Youth Employment and Employability” for 2020-2021, no later than December 29, 2021.
1. **Duration of the Assignment and Payment schedule**

Assignment will last in the period between November 25, 2021 – December 31, 2021. Payment will be based on time sheet method. Here below the indicative usage of days and payment dynamic is presented:

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| Work plan and methodology on delivering evaluation of public call, outline of evaluation report based on ToR | 2 days |
| Organized consultation process with stakeholders and collected feedback relevant for drafting the evaluation report | 3 days |
| Draft version of evaluation report on public call “Supporting Innovative Approaches to Tackle Youth Employment and Employability” for 2020-2021 | 7 days |
| Final version of evaluation report on public call “Supporting Innovative Approaches to Tackle Youth Employment and Employability” for 2020-2021 | 3 days |

For delivery of envisaged assignment, consultant will be hired with up to 15 days in total. Indicative deadlines for delivery of the assignment are presented in Chapter no. 7 of the Terms of References.