

World Bank

Multi Donor Trust Fund for Justice Sector Reform in Serbia (MDTF-JSS)

Senior Access to Justice Specialist (Extended Term International Consultant)

The World Bank is seeking a Belgrade-based Senior Access to Justice Specialist for the Multi-Donor Trust Fund for Justice Sector Support for Serbia (MDTF-JSS) - a technical assistance facility supporting justice sector reform and modernization in Serbia. One of the MDTF-JSS focus areas is supporting the Serbian authorities to develop, coordinate and manage access to free legal aid.

The person will be hired as an Extended Term Consultant (ETC) on international terms. The contract will initially be for a period of twelve months, with the possibility of one twelve month extension subject to a lifetime maximum of twenty-four months, depending on business needs, availability of resources and performance. Remuneration will depend on the successful candidate's experience and qualifications.

The Consultant will be the main counterpart for the Ministry of Justice of the Republic of Serbia and other key stakeholders for access to justice issues. She/he will provide substantive input in form of analytical work and best practice research to inform further design, planning and implementation of access to justice activities. The Consultant will work with the Ministry of Justice and other key stakeholders in ensuring that gender issues and access to justice for minorities and across all regions in Serbia is reflected throughout the MDTF-JSS work program. She/he will also be responsible for ensuring that a practical and realistic M&E framework follows all activities. The Consultant will also be the main counterpart with donors in Belgrade for substantive issues related to access to justice issues in MDTF-JSS activities. She/he will supervise the related work of consultants for timeliness, quality and relevance in the Serbian context.

We are seeking a highly qualified professional with a profound knowledge and demonstrated experience in issues pertaining to legal aid and access to justice, preferably in the Western Balkans region. Master's degree or equivalent in Law or Social Development (or a relevant field), with a minimum of 8 years' relevant working experience in justice sector reform issues, are required. Applicants should have excellent oral and written skills in English; knowledge of the Serbian language would be a strong asset.

The closing date for receipt of applications is March 10, 2010. Please send curriculum vitae and cover letter electronically to mvayrynen@worldbank.org.

World Bank
Multi-Donor Trust Fund for Justice Sector Support in Serbia (MDTF-JSS)
Terms of Reference
Senior Access to Justice Specialist
Extended Term Consultant (ETC)

BACKGROUND

1. Serbia intends to further accelerate its justice sector reform process based on promising results achieved during the past years. This process aims at strengthening the rule of law and improving the capacity, performance, efficiency, integrity, accountability and professionalism of its justice sector and justice sector officials. The judicial reform process in Serbia has been supported by resources from the state budget and by Serbia's development partners. Programs and projects providing support to the reforms have been financed by a wide range of multilateral and bilateral donors and Civil Society Organizations.
2. To support this evolving reform agenda a Multi-Donor Trust Fund for Justice Sector Support (MDTF-JSS) has been established with contributions from key international development partners. The MDTF-JSS, jointly executed by the World Bank and the Ministry of Justice of the Republic of Serbia (MOJ), provides targeted support to Serbia's justice sector to advance justice sector reform and modernization. The main focus areas pertain to different aspects of Serbia's EU accession process in the justice sector, strengthening institutional capacity and resource management functions in justice sector institutions and ensuring donor coordination and aid effectiveness.
3. One of the MDTF-JSS focus areas is supporting the Serbian authorities to develop, coordinate and manage access to free legal aid. As a member of the Council of Europe and a signatory to the European Convention on Human Rights, Serbia has an obligation guaranteed under Article 6 of the Convention and relevant case law to provide practical and effective access to court through systematic provision of legal aid to all. Currently Legal aid is being provided by a broad range of entities but users do not have information available about the possibilities of obtaining aid and the quality of legal aid is low. In addition, funding for the different providers of legal aid is unstable. Coordination between different entities in the justice system is lacking and as a consequence the case flow is delayed and interrupted.
4. Considering the importance of this issue to Serbia, the significant size of the envisioned work program and the short timelines to accomplish much, The World Bank is seeking to recruit a Belgrade-based Senior Access to Justice Specialist to solely focus on providing substantive input and guidance to this work program of the MDTF-JSS and coordinate and manage related activities. The successful candidate will be hired as an Extended Term Consultant (ETC) and will report to the Washington-based Task Team Leader (TTL).

TASKS

5. The Consultant will be the main counterpart for the MOJ and other key stakeholders in Serbia for access to justice issues. She/he will provide substantive input in form of analytical work and best practice research to inform further design, planning and implementation of access to justice activities. The Consultant will work with the MOJ and other key stakeholders in ensuring that gender issues and access to justice for minorities and across all regions in Serbia is reflected throughout the work program. She/he will also be responsible for ensuring that a practical and realistic M&E framework follows all activities.

6. The Consultant will also be the main counterpart with SIDA and other donors in Belgrade for substantive issues related to access to justice issues of the MDTF-JSS activities. She/he will supervise the related work of consultants for timeliness, quality and relevance to the Serbian context. She/he will actively engage with other donors to ensure close cooperation and coordination on access to justice issues.

7. The Consultant will coordinate all aspects of the access to justice activities of the MDTF-JSS under the direction of the World Bank TTL and in close coordination and consultation with other World Bank team members, especially the MDTF-JSS program coordinator in Belgrade.

The Consultant's tasks will comprise – but are not limited to – the following:

Leading analytical and advisory activities related to access to justice in Serbia, such as:

- a. Support additional research and facilitation of discussions among key Serbian entities to finalize the legal aid strategy;
- b. Support the drafting of a new law on legal aid in Serbia;
- c. Facilitate the development of mid-term and long-term plans for a new legal aid scheme in Serbia that is sustainable in the long run
- d. Advise on a transition plan for the creation of a legal aid monitoring unit in the MOJ;
- e. Analytical and planning input to the creation of national and regional institutions to oversee the legal aid system to be established in Serbia.
- f. Input and coordination of activities related to the development and finance plans and pilot programs for different types and levels of legal aid providers across different regions in Serbia, and development of evaluation mechanisms to assess their effectiveness and efficiency.
- g. Input and coordination of criminal chain process review and related activities

Developing and supporting learning and knowledge sharing events, and capacity building for the delivery of quality legal aid, such as

- h. Assist in designing sustainable training schemes for legal aid providers and related quality testing mechanisms;
- i. Research and technical assistance for the design of a sustainable education campaign to increase the public understanding and acceptance of different legal aid schemes;
- j. Assist the World Bank in initiating and leading the delivery of other learning and knowledge sharing events for Serbian counterparts related to access to justice, in close consultations with relevant stakeholders. This will include various ranges of events, including workshops, training events, ITC supported exchanges and study tours, among others.

Establishing an appropriate monitoring and evaluation framework and system

- k. Supporting the development of a sustainable monitoring and evaluation system within the MOJ;
- l. Establishing a practical monitoring and quality assurance mechanism for the program.
- m. Supervising survey work and reporting activities.

Work program coordination:

- n. Act as the main local contact point for all key partners in Serbia on access to justice activities under the MDTF-JSS, such as, but not limited to: The Government (most notably the Ministry of Justice), representatives of the Judiciary (Courts and Prosecutors), donors (both multilateral and bilateral, with a specially focus on coordination with SIDA who will be funding these particular activities), consultants, civil society organizations, the academia and other important stakeholders. The consultant will maintain regular contacts with above-mentioned constituents to (i) inform, consult and seek feedback on MDTF-JSS activities; (ii) coordinate ongoing MDTF-JSS activities to seek synergies, avoid overlaps, propose adjustments if needed, etc.; and (iii) update and inform on the progress and results;
- o. Liaise with World Bank colleagues in Serbia and Washington, DC, including those in our legal, resource management and procurement departments upon request from the TTL;
- p. Act as World Bank representative in meetings pertaining to access to justice issues under the MDTF-JSS and in other relevant justice sector-related meetings/events/workshops/conferences in Serbia. Deliver presentations and undertake outreach activities as required;
- q. Prepare project documentation, i.e. terms of references, concept notes, briefing notes, and other documentation related to access to justice;
- r. Contribute to the preparation of progress reports and financial statements, in line with the World Bank Trust Fund procedures and guidelines;
- s. Coordinate the activities of individual consultants and World Bank missions that visit Serbia in relation to access to justice activities.

Miscellaneous

- t. In addition to the specific tasks mentioned above, the Consultant may be requested to support other areas of the MDTF-JSS or program administration at the request of the TTL.

CONTRACT DURATION, REPORTING, LIAISON AND LOCATION

8. The contract will initially be for a period of twelve months, with the possibility of one twelve month extension subject to a lifetime maximum of twenty-four months, depending on business needs, availability of resources and performance. A contract will include a three month probation and review period.
9. The Consultant will report to the MDTF-JSS TTL and will work and coordinate her/his work closely with the Ministry of Justice of the Republic of Serbia and other relevant national and international partners and stakeholders.
10. The Duty Station will be in Belgrade, Serbia. The position will be based in the World Bank office in Belgrade.
11. Depending on operational needs, the Consultant may be required to undertake missions, both outside and within Serbia.
12. The preferred starting date for the successful candidate is May 1, 2010.

SELECTION CRITERIA

13. The Consultant will possess the following qualifications and experience:
 - a) Profound knowledge of access to justice and related justice sector reform and modernization issues in the region. Experience in Serbia is preferred;
 - b) A Master's degree or equivalent in Law or Social Development, or a relevant field;
 - c) At least 8 years' relevant working experience in justice sector reform issues.
 - d) Demonstrated experience in issues pertaining to legal aid and access to justice, preferably in the Western Balkans region. Prior relevant experience with multilateral organizations such as the World Bank, European Union, or bilateral development partners would be an asset;
 - e) A demonstrated track record of timely delivery of similar assignments;
 - f) Excellent oral and written skills in English; knowledge of Serbian language would be an asset;
 - g) Ability to work under pressure with tight deadlines, and able to draft reports, analytical papers and policy notes at short notice;
 - h) Excellent interpersonal skills and team orientation;