



## Subject: IPA FF Local expert

### Background and context

The international consortium established by the Italian Civil Protection Department jointly with the Administration of the Republic of Slovenia for Civil Protection and Disaster Relief (URSZR), the Swedish Civil Contingencies Agency (MSB), the Romanian General Inspectorate for Emergency Situations (IGSU), the Fire Rescue Brigade of Moravian-Silesian Region, Czech Republic (FRB-MSR), the National Center for Disaster Management Foundation, Romania (CN APELL-RO) and CIMA Research Foundation, Italy (CIMA) is implementing the 3-years “*EU Support to Flood Prevention and Forest Fires Risk Management in the Western Balkans and Turkey – IPA FF*” program under the grant agreement signed with the European Commission Directorate-General for European Civil Protection and Humanitarian Aid Operations (DG ECHO).

The scope of IPA FF is to support Albania, Bosnia and Herzegovina, Kosovo\*, Montenegro, North Macedonia, Serbia and Turkey (the “Partners”) in further aligning with the EU legislation and adapting to EU practices in civil protection. In particular, the program provides Partners with support and technical assistance to improve the legal and institutional framework related to the EU Floods Directive (“EUFD”), and institutional coordination among all the actors involved in the EUFD implementation and to improve prevention, preparedness and capacity to respond to forest fires at central, regional and EU level. Within this context IPA FF objectives under different work-packages include: to improve Partners’ capacity to develop Flood Risk Management Plans and develop or strengthen early warning systems procedures for floods at local and central level; to improve capacities for flood risk management at transboundary level; to provide technical support for developing risk assessment and risk management capabilities for forest fires; to establish, equip and train ground forest firefighting modules in line with the Union Civil Protection Mechanism provisions; to develop border crossing protocols and Host Nation Support (“HNS”) protocols according to the *EU Guidelines on Host Nation Support*.

The current Covid-19 pandemic and the subsequent restrictions to travels prevent the experts and representatives from the IPA FF implementing consortium from conducting missions to the program Partners and cause difficulties for the consortium itself to work efficiently with the relevant national authorities and institutions in the Partners. In this regard, support from local expertise is required.

CIMA Research Foundation - International Centre on Environmental Monitoring (“CIMA”), an Italian non-profit foundation active in the fields of Civil Protection, Early Warning Systems, Disaster Risk Reduction, Climate Change Adaptation, Marine Ecosystems and Biodiversity Conservation, is the partner within the IPA FF consortium responsible also for the centralized administrative and financial management of program resources.

In this context, CIMA on behalf of the IPA FF implementing consortium is looking for a qualified and motivated local expert to support and complement the presence of the consortium in Kosovo. Overall local expert’s support will require ensuring liaison and cooperation in representation of the consortium

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with the national institutions and agencies involved in program implementation. Such cooperation by the local expert will take place under the coordination of and according to the indications received by consortium partners and program management representatives.

## Key responsibilities

Under the coordination and supervision by and following the instructions received from program management and responsible consortium partners' representatives the desired candidate is expected to fulfill the following tasks throughout the IPA FF inception and development phases and as required within the framework of the different program work-packages:

- Provide general assistance to program management and consortium partners in the country.
- Support consortium partners with conducting program activities including but not limited to stakeholders mapping, local data collection, collection of relevant documentation and validation of assessment findings with local stakeholders. This may include also identifying, researching and conducting surveys on local sources of data and information and holding meetings and/or interviews with experts from national agencies and institutions. Collection of data and relevant documentation by the local expert, as requested by the responsible consortium partners, will concern the fields of interest addressed under IPA FF work-packages, including but not limited to flood risk assessment, flood risk management plans at national and river basin or trans-boundary levels, forest fires risk assessment, early warning systems and emergency response plans, forest fire-fighting capacities, HNS arrangements, etc.
- Where requested by consortium partners, support with the organization of meetings and engage with different local civil protection stakeholders to support activities related to the program development phase. Subject to local Covid-19 restrictions, this activities may include small meetings, trainings and workshops with representatives from civil protection authorities and other institutions involved in the program,

## The ideal candidates should have the following expected profile:

### Education

- Advanced university degree (Master's degree or equivalent) in fields of study and research in areas relevant to broad disaster risk reduction is required.
- A relevant first-level university degree in the above fields in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree.
- Excellent verbal and written communication skills and capacity to work under pressure and short deadlines.

### Languages

- Excellent knowledge of the local language and fluency in English (written and spoken) are required.

### Personal skills

- Good organizer and planner.
- Liaison skills.

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- Facilitation skills.
- Analytical skills.
- Experience in conducting assessments and/or/research is a merit.

### *Experience*

- Familiarity with the national disaster management system and the actors within the system.

### *Further desirable assets could refer to:*

- Experience in reporting;
- Excellent skills in communication and team working

### **We offer:**

- an interesting job in an interdisciplinary environment;
- the opportunity for professional growth and know-how acquisition;
- the opportunity to work in motivated teams;
- the opportunity to work in an international initiative.

### **Overview of the assignment:**

- Location: Kosovo.
- Position open to nationals/ residents in Kosovo.
- Position: IPA FF Local Expert.
- Amount of work: maximum 50 working days. Only the working days actually utilized by the IPA FF Local Expert according to the instructions and specific requests of support provided by the responsible consortium personnel and work-package coordinators will be remunerated.
- Duration: 12 months
- Remuneration: 80 euro/working day.
- Expected starting date: as soon as possible.
- Responding to: work packages coordinators of IPA FF and PM
- Reporting to: work-packages coordinator, program director and program manager, and CIMA. Confirmation of utilized working days will be provided by appointed technical/managerial consortium experts and CIMA.
- Possibility of a contract extension: yes

Interested candidates should submit their CV to the email [ipaffselezioni@cimafoundation.org](mailto:ipaffselezioni@cimafoundation.org) (cover letter and reference letters can be submitted too) within **27.05.2021**. The subject of the email should be: **IPA FF local expert for Kosovo.**

The candidates, after CV evaluation, can be contacted for an online interview. Based on the interview outcomes, a proposal for the position within CIMA will be made to the candidates.



Any questions related to this call can be directed in English to Anduela Kaja via email at: [anduela.kaja@cimafoundation.org](mailto:anduela.kaja@cimafoundation.org)

Savona, 13 May 2021

Managing Director  
Luisa Michela Colla

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