



Individual Contract (IC) Terms of Reference

Title: Evaluation Expert
Project: Anticorruption
Reporting to: Jasmin Porobic
Duty Station: Sarajevo
Duration: 10 days

BACKGROUND

a) Purpose

UNDP BiH seeks to recruit an independent evaluation expert that will evaluate project activities and its support to key stakeholders. Purpose of UNDP's engagement in anticorruption field in BiH is to strengthen current anticorruption activities and to maximize outputs by utilizing its own local presence, participatory working modalities, developed methodologies and regional anticorruption portfolio and pool of experts to suit BiH-specific needs

b) Objective

The objective of this assignment is to have an independent overview of the quality of services the project provided to the local partners and to assess if the project met the needs of its interlocutors in line with the project mandate and defined scope. It is expected that the incumbent holding this post will provide an independent evaluation of project activities, their impact in the area of work, project's credibility, management arrangement, and client satisfaction.

c) Background Information

Corruption in Bosnia and Herzegovina is widespread, represents a sensitive issue and hinders country's capacity to ensure democratic governance, harming primarily its electoral process, rule of law capacity and bureaucratic efficiency, whilst creating ineffective institutions. As a horizontal issue it touches numerous fields and requires widespread engagement primarily focusing on people's mindsets, integrity and moral values, but also efficient and simple mechanisms leading to concrete, tangible results. Moreover, a specific burden to tackling corruption in BiH is its complex administrative structure comprising of several layers of government (state, entity, cantonal, municipal), frequently paralyzed by the decision-makers, inadequate physical infrastructure and professional capacities. All these aspects are detectable and cause obstacles to implementation of more effective anti-corruption policies.

The European Commission (EC) has sharpened its focus on the fight against corruption in the enlargement countries in recent years and it will continue to give high priority to the monitoring of anti-corruption policies, with an emphasis on results and sustainability, from the early stages of accession preparations to the very end of the process as it was the case throughout Croatia's accession process.

Given current situation, BiH is not able to respond in an effective and systematic manner to such requirements. Though small steps are being made they are far from adequate and consistent. An example is the recently setup Anti-Corruption Agency which is a prevention and coordination body non-comparable to similarly named agencies in the region. For those reasons tackling corruption in BiH does not necessarily involve creating new structures, replicating various international models, but rather strengthening the existing institutional capacities be it by developing their professional abilities, internal communication, decision-making, adjudication channels and making them more cost-effective and responsive whilst at the same time sustainable.

UNDP, through its Regional Centre and numerous Country Offices in the region implements anti-corruption activities in cooperation with national institutions and local NGOs. The range of activities and projects vary from those supporting the development of legal framework to those tackling corruption in sectors or through innovation and citizens' engagement. A series of initiatives are being implemented to strengthen institutional accountability, transparency and integrity. Thus, UNDP BiH aside from having a strong tradition of promoting political consensus, especially in politically sensitive issues such as transitional justice and war crimes processing in BiH, as well as its traditional focus on supporting efficient, responsive, transparent and accountable public administrations has an extensive recourse to wide ranging expertise in the field of anti-corruption.

With that in mind, Project "Strengthening Capacities and Key Institutions mandated with fighting Corruption in BiH" (SCAC BiH) will concentrate on streamlining anti-corruption UNDP's activities in BiH, strengthening capacities of AC Agency, parliamentarian capacities to review audit reports and detect various kinds of mismanagement and where applicable identify corruptive practices (Output 1); reviewing the use of audit reports by prosecutor's offices in identifying criminal activities related to corruption (Output 2); and, capacity development of Public Procurement Agency (PPA) and the Procurement Review Body of Bosnia and Herzegovina (PRB) (Output 3).

DESCRIPTION OF RESPONSIBILITIES

Scope of work

The evaluation expert will conduct meeting with key project partners to assess their views on the project. The meetings will be based on the standardized evaluation methodologies designed by the expert aiming to evaluate quality of services provided by the project, client satisfaction, credibility of project in the thematic area, results achieved, and if the project targeted the needs of the interlocutors.

Deliverables and timelines

The consultant is responsible for the following deliverables:

Deliverables (outputs)	Deadline
The evaluation questionnaire developed;	19 March 2015
Up to 15 individuals interviewed to obtain their views on the project implementation conducted	27 March 2015
Evaluation report drafted and presented to the project management;	30 March 2015
Evaluation report finalized. Evaluation report finalized.	31 March 2015

Presence will be requested in the UNDP premises on weekly basis.

COMPETENCIES

a. Corporate Responsibility and Teamwork:

- Demonstrates commitment to UNDP's mission, vision and values;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Plans, prioritizes and delivers tasks on time;
- Strives for and promotes excellence in performance continually;
- Participates effectively in a team-based, information-sharing environment, collaborating and cooperating with others;
- Generates ideas and seizes opportunities to support corporate strategic objectives.

b. People Skills:

- Demonstrated ability to work harmoniously with persons of different national and cultural backgrounds;
- Recognizes and responds appropriately to the ideas, interests, and concerns of others;
- Builds trust and engenders morale by displaying open, transparent and credible behavior;
- Respects individual/cultural differences; utilizes diversity to foster teamwork;
- Ensures others' understanding of, involvement in, and adaptation to a change process.

c. Partnering and Networking:

- Communicates sensitively and effectively across different constituencies;
- Ability to work as a member of a team as well as work autonomously.

d. Results-Orientation:

- Plans and procedures quality results to meet established goals.

e. Communication:

- Technical writing skills, formulates written information clearly and persuasively;
- Strong communication skills;
- Shares information openly with co-workers and partners while using discretion to protect confidences;
- Presents information in a clear and articulate manner.

f. Job Knowledge and Expertise:

- Strong analytical skills;
- Knowledge of evaluation techniques and methodologies;
- Expertise in designing structured and semi-structured interviews;
- Demonstrates substantive and technical knowledge to meet responsibilities and post requirements;
- Executes day-to-day tasks systematically and efficiently;
- Initiative and sound judgment.

QUALIFICATIONS

Education:	Advanced university degree in economics, international relations, diplomacy or similar social science;
Experience:	Minimum of 5 years of progressive experience in project evaluation; Experience in developing written assessments, critical analysis and evaluation assessment; Proven analytical skills

Language Requirements:	English and local language;
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SIGNATURES

Incumbent <i>(if applicable)</i>		
Name	Signature	Date
Supervisor		
Jasmin Porobic		
Name	Signature	Date
Classification Approved by		
Amela Cosovic-Medic		
Name	Signature	Date