

Annex A - Terms of reference for the recruitment of experts to support the ENPI CBC Med Programme capitalization process

GENERAL FRAMEWORK

The ENPI CBC MED Programme 2007-2013 has started a process of capitalization of its experiences and results. This process has two main objectives:

- A) The capitalization of the experiences of the Operational Programme 2007-2013, with the aim of:
1. Highlight the strategic dimension of the Programme through the results obtained by the projects;
 2. Enhance the experiences developed with regard to the Programme implementation processes and procedures.
- B) The preparation of the new Joint Operational Programme ENI CBC 2014-2020.

EXPERTS TO BE RECRUITED (one per each profile):

- **Profile 1: senior capitalization and programming expert, acting as coordinator**
- **Profile 2: junior capitalization expert**
- **Profile 3: senior expert in programme management processes and procedures**

TASKS OF THE RECRUITED EXPERTS

OBJECTIVE A - CAPITALIZATION OF THE EXPERIENCES OF THE OPERATIONAL PROGRAMME 2007-2013

The analysis carried out during this phase will constitute a reference for the preparation of the new Programme 2014-2020 (Activity B).

1. Capitalization of projects results and strategic dimension

EXPERTS INVOLVED: Profile 1, Profile 2

Tasks:

- Support to the Programme managing bodies and to the various actors involved in the capitalization process in the analysis of the thematic clusters and in the identification of best practices and exchange of experiences.

2. Enhancement of Programme implementation processes and procedures

EXPERTS INVOLVED: Profile 3

Tasks:

- Support to the Programme managing bodies and to the various actors involved in the capitalization process in the identification of the lessons learnt and best practices with regard to the Programme implementation processes and procedures (among others: the projects selection procedures, the grant contracts negotiation process, etc.)

OBJECTIVE B - PREPARATION OF THE JOINT OPERATIONAL PROGRAMME ENI-CBC 2014-2020

EXPERTS INVOLVED: Profile 1, Profile 3

Tasks:

Support to the Programme managing bodies and to the various actors involved in the process of preparation of the new Joint Operational Programme 2014-2020, with particular reference to:

- the elaboration of the socio-economic analysis of the cooperation area and the SWOT analysis, as well as the definition of the Programme strategy;
- The design and description of the Programme implementation rules and procedures.

SELECTION CRITERIA

Profile 1: senior capitalization and programming expert, acting as coordinator

Compulsory requirements

- Citizenship of a Member State of the European Union, a country that is a beneficiary of the ENPI Regulation EC No 1638/2006 laying down general provisions establishing a European Neighbourhood and Partnership Instrument, a country that is a beneficiary of an Instrument for Pre-Accession Assistance set up by Council Regulation (EC) No 1085/2006 of 17 July 2006 establishing an Instrument for Pre-Accession Assistance (IPA) or a Member State of the European Economic Area;
- Level of education which corresponds to completed university studies attested by a degree;
- At least 10 years of professional experience in the management and/or implementation and/or evaluation and/or capitalization of international cooperation and/or EU-funded projects/programmes.
- Good knowledge of the thematic issues - related to the three clusters identified by the Programme (as reported in Table 1, page 5) - which are relevant for the cooperation area, proved by a professional experience in drafting studies, reports and other documents.
- Experience in drafting international cooperation and/or EU-funded operational programmes involving both EU and Partner Countries;
- Proven experience in coordinating multidisciplinary teams;
- Knowledge of English and French corresponding to the C1 level of the Common European Framework of Reference for Languages¹ or equivalent, with excellent writing skills;
- Computer literacy

Additional requirements

- Professional experience in drafting international cooperation and/or EU-funded operational programmes involving both EU and Partner Countries part of the Programme cooperation area².
- Professional experience in the frame work of territorial development, public policies, capacity building of regional and local Public Administrations, preferably within the cooperation area.

¹ See the self assessment grid at: <http://europass.cedefop.europa.eu/LanguageSelfAssessmentGrid/en>.

² Cyprus, France, Greece, Italy, Malta, Spain, Portugal, Algeria, Egypt, Israel, Jordan, Lebanon, Libya, Morocco, Palestinian Authority, Syria, Tunisia.

- Knowledge of Arabic corresponding to the C1 level of the Common European Framework of Reference for Languages³ or equivalent.

Profile 2: junior capitalization expert

Compulsory requirements

- Citizenship of a Member State of the European Union, a country that is a beneficiary of the ENPI Regulation EC No 1638/2006 laying down general provisions establishing a European Neighbourhood and Partnership Instrument, a country that is a beneficiary of an Instrument for Pre-Accession Assistance set up by Council Regulation (EC) No 1085/2006 of 17 July 2006 establishing an Instrument for Pre-Accession Assistance (IPA) or a Member State of the European Economic Area;
- Level of education which corresponds to completed university studies attested by a degree;
- At least 3 years of professional experience in the management and/or implementation and/or evaluation and/or capitalization of international cooperation and/or EU-funded projects/programmes.
- Knowledge of the methodologies of moderation/facilitation of working groups, developed in the framework of international cooperation and/or in a multicultural context, preferably in the cooperation area.
- Knowledge of English and French corresponding to the C1 level of the Common European Framework of Reference for Languages⁴ or equivalent, with excellent writing skills;
- Computer literacy

Additional requirements

- Good knowledge of the thematic issues - related to the three clusters identified by the Programme (as reported in Table 1, page 5) - which are relevant for the cooperation area, proved by a professional experience in drafting studies, reports and other documents.
- Professional experience in the Mediterranean Partner Countries⁵, preferably within international cooperation and/or EU-funded projects/programmes concerning the Programme area⁶.
- Knowledge of Arabic corresponding to the C1 level of the Common European Framework of Reference for Languages⁷ or equivalent.

Profile 3: senior expert in programme management processes and procedures

Compulsory requirements

- Citizenship of a Member State of the European Union, a country that is a beneficiary of the ENPI Regulation EC No 1638/2006 laying down general provisions establishing a European Neighbourhood and Partnership Instrument, a country that is a beneficiary of an Instrument for Pre-

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⁵ Algeria, Egypt, Israel, Jordan, Lebanon, Libya, Morocco, Palestinian Authority, Syria, Tunisia.

⁶ Cyprus, France, Greece, Italy, Malta, Spain, Portugal, Algeria, Egypt, Israel, Jordan, Lebanon, Libya, Morocco, Palestinian Authority, Syria, Tunisia.

⁷ See the self assessment grid at: <http://europass.cedefop.europa.eu/LanguageSelfAssessmentGrid/en>.

Accession Assistance set up by Council Regulation (EC) No 1085/2006 of 17 July 2006 establishing an Instrument for Pre-Accession Assistance (IPA) or a Member State of the European Economic Area;

- Level of education which corresponds to completed university studies attested by a degree;
- At least 10 years of professional experience in the management and/or implementation of EU funded cooperation programmes, in the framework of European Territorial Cooperation and/or European external action.
- Proven in depth knowledge of EC external action rules and procedures based on the Practical guide to contract procedures for EC external action (PRAG).
- Proven experience of at least 3 years in the preparation/management/ implementation of cross-border-cooperation (CBC) programmes within the framework of the European Neighbourhood and Partnership Instrument (ENPI) 2007-2013, and in depth knowledge of the related legal framework.
- Knowledge of English and French corresponding to the C1 level of the Common European Framework of Reference for Languages⁸ or equivalent, with excellent writing skills;
- Computer literacy.

Additional requirements

- Professional experience in the Mediterranean Partner Countries⁹, preferably within international cooperation and/or EU-funded projects/programmes.
- Knowledge of Arabic corresponding to the C1 level of the Common European Framework of Reference for Languages¹⁰ or equivalent.

Table 1. Programme thematic clusters

Good governance for territorial planning and development	<i>Economic sustainable growth</i>	<i>Rural development</i>	<i>Transport demand and traffic flows</i>
Mitigation and adaptation strategies to climate change	<i>Water management</i>	<i>Waste treatment and recycling</i>	<i>Renewable energies</i>
Cultural dialogue and sustainable tourism	<i>Valorisation of cultural heritage</i>	<i>New cultural productions</i>	<i>Tourism management</i>

⁸ See the self assessment grid at: <http://europass.cedefop.europa.eu/LanguageSelfAssessmentGrid/en>.

⁹ Algeria, Egypt, Israel, Jordan, Lebanon, Libya, Morocco, Palestinian Authority, Syria, Tunisia.

¹⁰ See the self assessment grid at: <http://europass.cedefop.europa.eu/LanguageSelfAssessmentGrid/en>.