



**REPUBLIKA E SHQIPËRIË
AVOKATI I POPULLIT**

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Terms of Reference

Title:	Local Expert
Location:	Montenegro
Start of assignment:	24.02.2020
End of assignment:	30.04.2020
Duration of assignment:	6 working days

Background

Today prisons are increasingly multi-ethnic environments. Cultural and ethnic diversity of inmates pose multiple challenges to front-line prison staff, who have to cope with cultures and languages unknown, “sub-culture” phenomena and possible episodes of radicalization and extremism. The management of multi-cultural aspects in prison facilities is a priority issue in the EU legislation, as highlighted by the Recommendation CM/Rec(2012)12 of the Committee of Ministers, which calls for the need to provide prison staff with proper training to deal with foreign prisoners’ needs and rights. In this framework, the 2-year project B-COMPETENT. Boosting competences in Penitentiary Staff in Europe aims to contribute to an effective and coherent application of EU laws and standards on the treatment of foreign prisoners by designing and implementing a train-the-trainers program (face-to-face and e-learning), combined with best practices sharing, awareness-raising actions and practical multilingual tools. The Albanian Ombudsman in collaboration with 6 partners, are implementing the project no. 854040 “*Boosting competences in Penitentiary Staff in Europe*” co-funded by the European Union’s Justice Programme (2014-2020)

Objective

The Albanian Ombudsman is looking for one Local Expert, who will be responsible to deliver for delivering 2 Focus Groups and then report on the focus group meetings and attach documents as agenda, minutes of meetings and signed attendance sheet within the framework of the project no. 854040 “*Boosting competences in Penitentiary Staff in Europe*”.

Duties and responsibilities

The Albanian Ombudsman will require the services of **one Local Expert**, who will be responsible for organization of 2 Focus Groups in Montenegro.

More specifically, the expert will have to:

- Conduct 2 Focus Group meetings in Montenegro;
- Prepare the Agenda and attendance sheet;
- Summary of the minutes of the meetings; and
- Report on the Focus Group meetings.

Special requirements

- To have completed higher education in juridical science
- To have professional experience in the field of human rights and related fields
- To have a deep knowledge of English, spoken and written
- To have organizational and administrative skills, and particularly in communication skills
- To have high standards of integrity and experience in handling confidential information

Documents

1. Cover letter
2. Curriculum vitae
3. Any other additional document related with this application.

Deadline for the application: 17th of February, 2020

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