

UNOPS helps its partners in the United Nations system meet the world's needs for building peace, recovering from disaster, and creating sustainable development. UNOPS is known for its ability to implement complex projects in all types of environments around the globe. In an effort to promote organizational excellence, UNOPS seeks highly qualified individuals for the following position:

Vacancy Details

Vacancy code:	VA/2015/B5109/7487
Post Title:	Population Assessment Specialist – 2 positions
Post Level:	International ICA 2
Org Unit:	AEMO/RSOC/European PROGRES
Duty Station (DS):	Home based with visit(s) to Serbia
Duration:	Up to 30 w/days in period from June to July 2015
Closing Date:	21 May 2015

Project(s) Background

European PROGRES is a multi-donor Programme, financed by the European Union (EU), the Government of Switzerland and the Government of Serbia, designed to support sustainable development in the South East and South West Serbia. The Programme has been conceptualised jointly with the European Integration Office of the Government of the Republic of Serbia (SEIO), which has responsibility for monitoring implementation and providing assistance and facilitation. The United Nations Office for Project Services (UNOPS) has been granted with an initial budget of 17.46 million Euros and has the overall responsibility for the Programme implementation.

Through a multi-sector approach this Programme will contribute to sustainable development of underdeveloped areas and creation of more favourable environment for infrastructure and business growth by strengthening local governance, improving vertical coordination, planning and management capacities, improving business environment and development, as well as enhancing implementation of social inclusion and employment policies.

The Programme works towards achieving four main results, while good governance principles are interwoven as a cross cutting aspect of the entire intervention:

1. Strengthened local governance, planning and management capacities through introduction of new, or improvement/elimination of existing procedures and processes in line with the principles of good governance
2. Increased competitiveness of local economy through improved business environment and management/organisational capacities of small and medium enterprises/agricultural cooperatives
3. Improved access to employment, offering equal opportunities to both men and women, and social inclusion of the most vulnerable and marginalised groups through development and implementation of local policies resulting in reduced migration from South East and South West Serbia
4. Effects of Serbia's European accession communicated to general public.

The final beneficiaries, but also the key stakeholders and financial contributors of this Programme are 34 municipalities from the third and fourth group of development level, which have responsibility of taking ownership of activities implemented in their territory:

- Novi Pazar, Ivanjica, Nova Varoš, Priboj, Prijepolje, Raška, Sjenica and Tutin, in the South West Serbia
- Prokuplje, Blace, Žitorađa, Kuršumlija in the Toplica District
- Leskovac, Bojnik, Vlasotince, Lebane, Medveđa and Crna Trava in the Jablanica District
- Vranje, Bosilegrad, Bujanovac, Vladičin Han, Preševo, Surdulica and Trgovište in the Pčinja District
- Brus in the Rasina District
- Aleksinac, Gadžin Han, Doljevac, Merošina and Svrlijig in the Niš District
- Babušnica, Bela Palanka in the Pirot District
- Knjaževac in the Zaječar District.

Specific Position Background

In Serbia, official population statistics are gathered in periodic censuses held roughly every 10 years. The last census carried out in 2011 did not provide accurate population figures for the three municipalities of South Serbia, Preševo, Bujanovac and Medveđa because the census was boycotted by the Albanian minority, after their political leaders cited procedural and political objections to the enumeration process. As a result, the official figures for the total population of the three municipalities for 2011 dropped by 68% in comparison to the data from 2002.

The lack of accurate population data has a range of practical implications as they are generally used for development of policies, planning purposes, transfer of funds from the central level to municipalities, institutional arrangements, to name a few. For example, until now, the three local governments in the South Serbia have been spared from sharp budget cuts because the Government was willing to apply the 2002 census figures when setting budget and staffing levels. However, the Ministry of Public Administration and Local Self-Government announced that this practice cannot continue beyond 2015, due to the need to implement public administration reforms and public sector staff rationalisation throughout Serbia.

The Minister for Public Administration and Local Self-Governments met with the local political leaders of the three municipalities in March 2015 and emphasised the need to overcome the boycott of the 2011 census. As there was no legal or practical possibility to hold a new, partial census in the South Serbia, the Government would not simply apply the results of the 2011 census, as the figures are not accurate. It instead called for the assessment of the population, based on methodology and criteria that would be agreed by all relevant stakeholders. The local leaders responded positively to this initiative, recognising the impossibility of repeating the census and the need for developing an accurate assessment as a pragmatic alternative.

The initiative of the Government has been discussed with the Delegation of the European Union (DEU), OSCE Mission to Serbia, British and United States Embassies to the Republic of Serbia. These stakeholders agreed to support the initiative of the Government both through engagement of international experts for population and demography as well as through facilitation of the whole process.

Since European PROGRES is funded by the EU and the Government of Switzerland, and supports development of the three targeted municipalities in the South Serbia, it was agreed to use this Programme to hire two international experts that would support the assignment in coordination with at least two other

international experts recruited by partner organizations. The time will be a critical factor, given the deadlines for preparing the 2016 budget and planning reforms for the State administration.

Duties and Responsibilities

Purpose and Scope of Assignment

Under the direct supervision of the European PROGRES Programme Manager, with the support from the OSCE Mission to Serbia, that has been endowed with a responsibility for the overall coordination of the assignment, and in close cooperation with the team of international and experts from the Statistical Office of the Republic of Serbia, **the Population Assessment Specialist** will be responsible for development of the methodology for acquiring population estimates in **Preševo, Bujanovac and Medveđa**.

The Population Assessment Specialist will undertake following specific tasks/duties:

- Establish and maintain close cooperation with the team of experts, including the representatives of the Statistical Office of the Republic of Serbia, throughout the duration of the assignment.
- Review key available reports, studies, and data on population estimates and demographic trends in the three targeted municipalities.
- Get acquainted with the methodologies and technologies that were applied when the official Censuses in Serbia was conducted, with a focus on the results from 1991, 2002, and 2011.
- Review the methodology applied for acquiring population estimates used by the Statistical Office of the Republic of Serbia.
- Have meetings¹ with the representatives of the Government of Serbia, international organisations, and embassies that are supporting this intervention in order to reconfirm details of the assignment, keep them informed about the progress and address issues that could emerge.
- Visit the three south Serbia municipalities, meet with local Albanian and Serbian officials and other relevant local stakeholders in order to acquire sound understanding of issues regarding the past censuses and existing population data²
- In cooperation with the team of experts, develop methodology for acquiring population estimates in Preševo, Bujanovac and Medveđa. The methodology should be based on acknowledged international standards for this field, coherent with the European Statistics Code of Practice, and in line with the legal framework in Serbia. It should take into consideration of existing circumstances and issues regarding the state of population statistics and demographic data in the three municipalities.
- Present the methodology to the key stakeholders from the Government, the three municipalities, international organisations, and embassies that support the assessment.
- Contribute to public presentation of the assignment and its results, as appropriate and agreed with the key stakeholders.
- Provide technical assistance for preparations and actual acquiring population estimates based on the agreed methodology.

Methodology

The methodology for this assignment is to be a combination of **desk and field work**. In the early, preparatory phase of the assignment, European PROGRES will provide the selected candidate with key available documentation, studies, reports, and useful references on population in Serbia, with focus on the three municipalities, so that the Population Assessment Specialist can study and review it prior to the visit to Serbia. During this phase, the Population Assessment Specialist will also establish links with other experts that will be engaged in this assignment. European PROGRES will also try to address any possible requests for additional information that would be coming from the selected candidate.

¹The regularity and format of these meetings will be confirmed in early phase of the assignment.

²The format of the meetings with local officials and stakeholders will be defined later on

The assignment will include at least one visit to Serbia. During this phase, the selected candidate will establish cooperation with the team of experts and agree mutual responsibilities in a way that it would provide a basis for successful completion of the task. This phase also includes additional research through meetings with key stakeholders, including local Albanian and Serbian leaders. On the basis of desk work and field research, the team of experts will propose and present the methodology for carrying out population estimation in Preševo, Bujanovac, and Medveđa.

Subject to the final methodology agreed, the selected candidate may be requested to provide technical assistance for preparation and administering of the actual processes for acquiring population estimates in the three municipalities. Furthermore depending upon the outcomes of the first visit, the selected candidate may also be requested to visit Serbia a second time. This will, however, be considered during the first visit to Serbia and it would be depending on the agreements made during that time.

The Government of Serbia will ensure that the team of experts engaged on this assignment have access to relevant information and will be closely involved in the entire process. The OSCE will have a leading role in facilitating the work of the team of experts and coordinate the conduct of the assignment, including meetings at the national and local level. European PROGRES will provide logistical support to the selected candidate.

Time framework

Activity	Tentative duration	Time framework
Desk work		
Review documentation on population and trends in the three municipalities	Up to 3 days	First week of June
Establish communication with the team of experts that will work on the assignment, consultations and work with the team of experts, including the Statistical Office of the Republic of Serbia	Regular	First week of June
Field work – visit to Serbia		
Meeting(s) with the key Government, international and embassies' stakeholders	Dynamics and format to be agreed	Second week of June
Visit to the three municipalities and meetings with key stakeholders	2 days	Second week of June
Development of proposals for the methodology for the population estimation	Up to 5 days	Second and third week of June
Presentation of the methodology	2 days	Third week of June
Technical assistance and overseeing application of methodology*		
*To be considered/decided during the first visit to Serbia	To be confirmed	Early July 2015

Final output

The methodology for the assessment of population in Preševo, Bujanovac and Medveđa **developed and presented** in an appropriate workshop forum in cooperation with the international and experts of the Statistical Office of the republic of Serbia and approved by the Government of Serbia, by the end of June 2015.

Impartiality, independence and credibility

The Population Assessment Specialist should have no conflict of interest with any of the proposed phases for this assignment.

Required Selection Criteria

a. Education

- Master degree in social science, statistics or other relevant field for the assignment
- Relevant Bachelor degree with additional two years of professional experience would be accepted in lieu of Master degree.

b. Work Experience

- Minimum five years of relevant work experience in the area of population estimates, demographics, census is required
- Experience in development of strategic documents used to support legislative changes at the national level
- Demonstrated experience with census or population estimates in a European context; knowledge and experience of methodologies of assessing population data in south-east Europe is an asset

c. Key Competencies

- Fluency in English
- Knowledge of international statistical standards used in census calculations
- Good organisational and inter-personal skills
- Public speaking clear and focussed, with ability to effectively communicate complex ideas to a non-specialist audience
- Formulates written information clearly and persuasively
- Accountability for management of time, establishing clear performance goals, standards, and responsibilities
- Demonstrates openness to change and ability to manage complexities
- Initiates and sustains relationships with the key stakeholders
- Builds strong relationships with clients and external actors
- Strong IT skills
- Drivers licence essential and ability to travel independently

Submission of Applications

Qualified candidates may submit their application, including a letter of interest, Curriculum Vitae to UNOPS via UNOPS Global Personnel Recruitment System at following link:

<https://gprs.unops.org/pages/viewvacancy/VADetails.aspx?id=7487>

Additional Considerations

- Applications received after the closing date will not be considered.
- Only those candidates that are short-listed for interviews will be notified.
- Qualified female candidates are strongly encouraged to apply.
- UNOPS reserves the right to appoint a candidate at a level below the advertised level of the post.
- The incumbent is responsible to abide by security policies, administrative instructions, plans and procedures of the UN Security Management System and that of UNOPS.

It is the policy of UNOPS to conduct background checks on all potential recruits/interns. Recruitment/internship in UNOPS is contingent on the results of such checks.

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