



## Terms of Reference (ToR) for a Local Medium Term Assignment

<b>Technical assistance requested:</b>	<b>Expert on Training Methodology and Evaluation</b>
<b>Project Title:</b>	Consolidation of the Justice System in Armenia
<b>Reference:</b>	EuropeAid/165867/DD/ACT/AM
<b>Activities:</b>	C.2.04, C.2.05, C.2.08, C.2.14
<b>Assignment:</b>	Technical assistance to ensure the enforcement of training and evaluation methodologies in accordance with the EU good practices
<b>Category:</b>	Medium Term Expert (MTE)
<b>Duration:</b>	100 man-days

### 1 Project Background

The overall objective of the Consolidation of the Justice System in Armenia Project (hereinafter: the Project) is to enhance the quality of justice. Through the Project, the justice system will be improved to meet the quality requirements of independence, efficiency, integrity, accountability and transparency in line with the priorities of CEPA and EU best practices.

The Project should achieve the following results:

- Strategy of Judicial and Legal Reforms being updated and implemented in line with EU standards and best practices
- Functional judiciary meeting the standards of independence, efficiency, integrity, accountability and transparency
- Strengthened integrity and capacity of judges, motivated and skilled judicial personnel
- Comprehensive system of court assessment and performance evaluation, empowered stakeholders capable to identify the ways of improvement of performances and judicial services and implement them

### 2 Description of the assignment

#### a) Specific objectives

The specific objective of this assignment is to provide technical assistance to ensure the enforcement of training and evaluation methodologies in the context of Armenian cooperation with the EU in the framework of the CEPA Agreement.

#### b) Requested services

The Medium Term Expert on Training Methodology and Evaluation will provide the following services:

- Provide capacity-building support to the Justice Academy to strengthen the knowledge and skills of members of the judiciary through the development of a modern training and evaluation methodology

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- Contribute to the development of a Training Methodology Handbook
- Assist the Justice Academy in the development of an in-house training of trainers programme, including amongst other curriculum development and implementation
- Contribute to the development of on-the-job training programmes, including amongst other mentoring and coaching
- Assist in establishing an evaluation mechanism in a view of assessing the effectiveness of trainings at the operational level and continued advancement of the programs
- Assist in arranging a study visit to a foreign training institution
- Support other Project activities

### c) Outputs

The outputs delivered by the MTE shall be as follows:

- Training Methodology Handbook in line with the EU good practices
- Training of Trainers programme, including training materials and pilot training
- Methodology for training evaluation, including tools and guidelines
- Opinions on training and evaluation, including recommendations and proposals
- Planning of study visit
- Other support on demand, in close consultation with the Team Leader

### d) Reporting

The MTE shall contribute to the Project reporting activities as instructed by the Team Leader on a regular basis, using the Project templates. This will include amongst other a monthly report on activities performed during the month, and a final mission report after completion of tasks under this assignment, which will include description of all activities and the outputs provided by the MTE in the context of this assignment.

## 3 Expert input / contract modalities

Total man days	100 man-days
Period of the assignment	September 2021 – June 2022
Starting day	September 2021
Location of the assignment	Yerevan, Armenia
Working language	Armenian and English
Contract	Service Contract
Remuneration	All-inclusive fee rate of 130 EUR / man day

## 4 Expert profile / requested qualifications

Qualification & skills	<ul style="list-style-type: none"> <li>• University degree in law or other relevant field</li> <li>• Excellent analytical, interpersonal and communication skills</li> <li>• Proficiency in the English and Armenian language</li> <li>• Computer literacy (MS Office applications)</li> </ul>
General professional experience	<ul style="list-style-type: none"> <li>• At least 5 years working experience in the field of law</li> </ul>
Specific professional experience	<ul style="list-style-type: none"> <li>• At least 3 years of experience with developing training methodologies</li> </ul>

	<ul style="list-style-type: none"><li>• Previous experience from working on international projects would be an advantage</li></ul>
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## 5 Tender procedure

Candidates interested in participating in the tender procedure are encouraged to hand in their letter of interest by **28 September 2021** by e-mail to [armenia@irz-projects.de](mailto:armenia@irz-projects.de). The email must refer to the assignment title and enclosures must include a motivation letter and a CV preferably in the EuropeAid format. References must be available upon request.

Candidates will be evaluated against the requested qualifications (see above) and a shortlist will be drawn up. Out of the shortlisted candidates, only the three ones with the highest fulfilment of criteria will be invited to hand in their offer and participate in an online interview to present their offers. The final selection will be based on the requested qualifications and the interview.

For more information, please contact the Team Leader at [gjortler@irz-projects.de](mailto:gjortler@irz-projects.de).

## 6 Eligibility Requirements

In order to participate in the selection procedure, on the date of sending the application, all candidates must fulfil the following eligibility requirements:

- No criminal convictions and no measures concerning the application of preventive measures, civil decisions and administrative measures registered in the criminal record or for any crime preclude working with public administration;
- Not currently subject to criminal proceedings;
- Fulfil the requirement of independence and no condition of incompatibility or conflict of interest (financial, business, work or other relations) with the Project Stakeholders / Armenian Justice Sector institutions;
- Not Armenian civil servants.

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