

## **TERMS OF REFERENCE**

### **Macedonia Social Insurance Administration Project (SIAP) and Social Services Improvement Project (SSIP)**

#### **Monitoring and Evaluation Specialist**

#### **I. OVERVIEW**

The Government of the Republic of North Macedonia has received Loans from the International Bank for Reconstruction and Development, for implementing the Macedonia Social Services Improvement Project (SSIP) and the Macedonia Social Insurance Administration Project (SIAP).

The SIAP project activities will address specific functional and technical areas within the administration of social insurance. The project will support the Government's efforts to continue the process of improving the quality of services delivered by the social insurance administration. The SIAP project will make investments in:

- (a) developing a central single unified registry of socially insured individuals (SURS)
- (b) improving the Pension and Invalidity Fund's (PIOM) capacity and business processes
- (c) establishing a Central Disability Certification Coordination Unit (CDCCU)
- (d) revising the list of hazardous occupations eligible for early retirement with extended service period (ESP), and,
- (e) supporting implementation of the legal and institutional framework for employment and professional rehabilitation of persons with disabilities.

The SSIP development objective is to expand access to and improve the quality of social services, including preschool services, for vulnerable groups. The Social Services Improvement Project will help address the challenges that are particularly associated with social exclusion of vulnerable groups and the low quality and fragmentation of Early Childhood Education and Care (ECEC) and social services. By supporting strengthening the overall social protection delivery system for improved service provision and access to services by existing social assistance recipients and by vulnerable groups and by support of quality early learning for preschool children and their families and strengthen the transition into primary education with focus on inclusive education and learning, the project will contribute to the GoM's ultimate objectives of alleviating poverty and enhancing human capital by supporting the strengthening of the effectiveness and efficiency of the GoM's social safety net and thereby reducing the inter-generational transmission of poverty over the long run.

#### **II. OBJECTIVE OF THE ASSIGNMENT**

Overall responsibility: Monitoring and Evaluation Specialist is responsible for the activities related to the monitoring and evaluation of the SIAP and SSIP activities as well as supporting the processes for SIAP and SSIP programs impact evaluations

### **III. SPECIFIC TASKS**

- Continuous monitoring of the SIAP and SSIP operational activities aiming to guarantee their effectiveness and timely detection of the shortcomings and suggestions for their improvement;
- Creation of tools and instruments for the monitoring of the activities;
- Using the set of indicators, monitor the overall projects effectiveness
- Manage operational and performance audits
- Conduct evaluations using spot checks or other methodologies;
- Manage the contracting and studies of the impact evaluations
- Other responsibilities required by the various actors of the programs.

### **IV. EXPERIENCE AND QUALIFICATIONS**

- University-level degree in social studies, economics, or business administration including tertiary studies in monitoring and evaluation design;
- Minimum 3 years experience in program monitoring and evaluation;
- Experience in working with international organizations, in the area of monitoring and evaluation of programs implemented shall be considered as an advantage;
- Excellent verbal and writing communication skills in Macedonian and English.

### **V. REPORTING OBLIGATIONS**

The consultant shall regularly debrief the Projects Director and the Project Manager on the progress in respect to the contract obligations performed.

### **VI. DATA, LOCAL SERVICES, PERSONNEL AND FACILITIES TO BE PROVIDED BY THE CLIENT**

The Consultant will be provided with suitable office space, appropriate equipment such as PC and printer.

Selection method and contract: The selection method is Selection of Individual Consultants and the contract shall be Time based according to the World Bank Procurement Regulations for Investment Project Financing (IPF) Borrowers – Procurement in IPF of Goods, Works, Non-Consulting and Consulting Services, (Regulations) issued in July 2016, revised November 2017 and August 2018, [www.worldbank.org](http://www.worldbank.org).

### **VII. DURATION OF ASSIGNMENT**

The Consultant will work under a time-based contract. The assignment will be full time, working 8 hours a day on the regular business days in Macedonia. The contract for this assignment will be until April 30, 2023, subject to satisfactory performance during 6 months probation period.