

VACANCY ANNOUNCEMENTS FOR NON-KEY EXPERTS

**EU funded project “Technical Assistance for improving the enabling environment for Civil
Society Organisations in the Republic of North Macedonia”
Identification Number: EuropeAid/140131/DH/SER/MK**

The EU funded project “Technical Assistance for improving the enabling environment for Civil Society Organisations in the Republic of North Macedonia” is looking for experienced experts for specific assignments supporting the implementation of the project. The project aims to support the Government in enhancing the enabling environment for civil society, and at the same time to provide support to small and grassroots' organisations in capacity building and developing their sustainable operational ability.

The project is implemented by a consortium led by Corporate & Public Management Consulting International (CPM) through the following components:

Component 1: Support the implementation of the main objectives from the Government Strategy for Cooperation with civil society (2018-2020) – Priority I

Component 2: focusing on implementation of the in-kind direct support through Civil Resilience Mechanism (CRM) tailored to the needs of the civil society in the Republic of North Macedonia.

Component 1A: Support the implementation of the main objectives from the Government Strategy for Cooperation with civil society (2022-2024)

Component 2A: Support the implementation of the main objectives of the Gender Action Plan III – Country Level Action Plan for North Macedonia in cooperation with civil society

EXPERT PROFILES AND SELECTION CRITERIA

1) SENIOR NON-KEY EXPERT ON INSTITUTIONAL CAPACITY AND LEGAL REFORM

Inputs: Up to 30 working days between June 2025 and March 2026 (**one position**)

Qualifications and skills:

- University degree in the field of law, public administration, political sciences, social science, economics or any other field related to the project. In the absence of a University degree, equivalent professional experience of at least 5 years in addition to the requirement of at least 7 years of general professional experience
- Outstanding communication and interpersonal skills
- Excellent spoken and written English
- Excellent writing and analytical skills
- Computer literacy (command of Microsoft Office (Word, Excel, Power point, etc.) and the Internet)

General professional experience:

- At least 7 years of general professional work experience in the fields relevant to the assignment.

Specific professional experience:

- Minimum of five (5) years of experience in civil society sector reform, public administration reform, or institutional development.
- Proven expertise in legal frameworks related to civil society, public funding mechanisms, or regulatory reform.
- Experience in assessing institutional capacity and providing strategic recommendations for the implementation of legal and financial frameworks.
- Experience in designing and delivering capacity-building activities (workshops, trainings) for state institutions.
- Prior experience in working with ministries, general secretariats, or central government bodies in EU pre-accession or similar contexts is an asset.

Responsibilities: The objective of this activity is to support Ministry of Justice and other state institutions in effectively enacting the new legal framework governing Civil Society Organisations (CSOs) through in-depth analytical assessment and strategic recommendations, and delivery of comprehensive workshop series for key personnel. Main tasks include:

- Provide structured support to working groups responsible for drafting laws related to the legal environment for CSOs.



This project is funded
by the European Union



A project implemented
by a consortium led by:



- Analyse existing models of state funding and review legislative proposals.
- Propose models for transparent and accountable public financing of CSOs, drawing on international best practices.
- Plan and deliver workshops to strengthen the capacity of relevant state institutions to implement new legislation related to CSO financing.
- Support the transformation of the Code of Good Practices for State Funding of CSOs into a legally binding document.

2) SENIOR NON-KEY EXPERT ON CIVIL SOCIETY DIALOGUE AND GOVERNANCE

Inputs: Up to 40 working days between June 2025 and March 2026 (**one position**)

Qualifications and skills:

- University degree in the field of law, public administration, political sciences, social science, economics, or any other field related to the project. In the absence of a university degree, equivalent professional experience of at least 5 years in addition to the requirement of at least 7 years of general professional experience
- Outstanding communication and interpersonal skills
- Excellent spoken and written English
- Excellent writing and analytical skills

Computer literacy (command of Microsoft Office (Word, Excel, PowerPoint, etc.) and the Internet)

General professional experience:

- At least 7 years of general professional work experience in the fields relevant to the assignment.

Specific professional experience:

- Minimum of five (5) years of experience in civil society engagement, policy development, or institutional governance, including advisory work at the local and national level
- Proven experience in designing or evaluating participatory mechanisms at national level.
- Familiarity with North Macedonia's CSO landscape and government structures.

Responsibilities: The purpose of the assignment is to support the Council for Cooperation between Government and Civil in strengthening the institutional sustainability of the Council as a formal consultative body vis-à-vis European integration processes and national development policies. Main tasks include:

- Designing, supporting, and facilitating a series of consultations with CSOs to identify and formulate measures that will ensure the Council is representative of the civil society sector, effectively articulates civil society voices, and functions as a meaningful mechanism for shaping civil society policies.
- Reviewing existing procedures for information sharing and communication among Council members, as well as between Council members and their respective constituencies and institutions.
- Supporting the Council in the drafting of its Annual Work Plan, including facilitation of planning discussions, identification of priorities, and structuring of proposed actions.
- Supporting the revision of the Rules of Procedure for the Council for Cooperation between the Government and Civil Society, to ensure alignment with the current Government Decision establishing the Council, and to address previously uncovered elements.
- Providing ad hoc support to the Council and its members in fulfilling their mandates

3) SENIOR NON-KEY EXPERT ON COMMUNICATION AND VISIBILITY

Inputs: Up to 40 working days between June 2025 and March 2026 (**one position**)

Qualifications and skills:

- University degree in the field of law, media and communication, public administration, political sciences, social science or any other field related to the project. In the absence of a University degree, equivalent professional experience of at least 5 years in addition to the requirement of at least 7 years of general professional experience
- Outstanding communication and interpersonal skills
- Excellent spoken and written English
- Excellent writing and analytical skills
- Computer literacy (command of Microsoft Office (Word, Excel, Power point, etc.) and the Internet)

General professional experience:

- At least 7 years of general professional work experience in the fields relevant to the assignment.

Specific professional experience:



This project is funded
by the European Union



A project implemented
by a consortium led by:



- Minimum of five (5) years of experience in strategic communication, media relations, public relations, or communication project management.
- Experience designing tools and campaigns for EU Delegations, public institutions or CSO partnerships.
- Strong facilitation, drafting, and media engagement background.

Responsibilities: The purpose of the assignment is to support the Project's overall communication and visibility, as well as the communication activities of the Council for Cooperation between the Government and Civil Society, with a focus on improving public outreach and visibility. Main tasks include:

- Advising on potential directions and activities to strengthen visibility and present the overall results achieved;
- Review existing project publications developed under Component 2 (e.g., PROJECT BOOK, that includes project briefs of the 49 civil society initiatives implemented under the EU Civil Resilience Mechanism and propose recommendations to improve their visibility), and other draft analysis produced under Component 1.
- Organize visibility events to promote project achievements and civil society engagement.
- Prepare communication materials for the media ahead of events, including:
 - o Media announcements and invitations
 - o Press releases and key information points
 - o Statements and interviews
- Prepare speaking points, briefings, and speeches for public events and appearances.
- Develop tools for external communication by the Council for Cooperation with Civil Society, focusing on public communication of the Council's role and work
- Lead the design and implementation of visibility events.
- Organize at least 4 visibility activities (e.g., roundtables, press briefings, or digital campaigns).
- Produce visibility materials such as infographics, briefing papers, and success stories.
- Ensure clear and consistent messaging around key developments in the CSO–Government relationship.
- Draft visibility outputs and contribute to the promotion strategy of the relevant government unit

4) JUNIOR NON-KEY EXPERT– COMMUNICATION AND VISIBILITY ASSISTANT

Inputs: Up to 25 working days between June 2025 and March 2026 (**one position**)

Qualifications and skills:

- University degree in the field of law, media and communication, public administration, political sciences, social science or any other field related to the project. In the absence of a University degree, equivalent professional experience of at least 3 years in addition to the requirement of at least 3 years of general professional experience
- Outstanding communication and interpersonal skills
- Excellent spoken and written English
- Excellent writing and analytical skills
- Computer literacy (command of Microsoft Office (Word, Excel, Power point, etc.) and the Internet)

General professional experience:

- At least 3 years of general professional work experience in the fields relevant to the assignment.

Specific professional experience:

- Minimum of three (3) years of experience in communication (including content creation and media work), event support, or research assistance.
- Strong organizational skills and experience with CSO-related projects.
- Familiarity with institutional formats and North Macedonian context.

Responsibilities: The purpose of the assignment is to support the Senior NKE responsible for Visibility and Project's overall communication. Main tasks include:

- Provide input for reviewing of the existing project publications developed under Components 1 and 2 (e.g., PROJECT BOOK, that includes project briefs of the 49 civil society initiatives implemented under the EU Civil Resilience Mechanism) and propose recommendations to improve their visibility.
- Assessment of current publications and communication tools with improvement suggestions.
- Support for organization of visibility events to promote project achievements and civil society engagement (such as, but not limited to, roundtables, press briefings, or digital campaigns).
- Support and assists in preparation of communication materials for the media ahead of events, such as media announcements, press releases and event invitations
- Under supervision of Senior NKE for Communication, prepare and draft visibility materials such as infographics, power point presentations, briefing papers, and success stories.
- Support and advice in preparation of Visibility and Communication plan development
- Archiving of media announcements, press releases, talking points, and speeches prepared.



- Archiving of documentation of produced infographics, briefing papers, and success stories compilation.
- Archiving of visibility reports and media monitoring reports
- If and when necessary, translation of talking points, speeches, press releases and similar shorter text forms from English to Macedonian

APPLICATION

Interested candidates that fulfil the above criteria, shall submit an EU format CV in English language to recruitment@cpmconsulting.eu and stefanovic@cpmconsulting.eu by **23 June 2025 at 16:00 CET**, **indicating the respective profile in the subject.**

Only short-listed candidates will be contacted by e-mail. Applications sent after the deadline will not be taken into consideration.



This project is funded
by the European Union



A project implemented
by a consortium led by:

