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TERMS OF REFERENCE

POSITION: Field Analysis Paper Expert

Type of contract: Service Contract

Duty Station: ALB, IT, SRB, FIN, GER

Length: 15 February 2020 – 15 March 2020

Deadline of application: 10.02.2020

About the Project MFLTS

The project **Minorities in Focus-Living together in Intercultural Society/ MFLTS** is a capacity building project which aims to involve 5 youth organizations from Western Balkans and EU: Youth 4 Society – Project Coordinator / Albania, TDM 2000 / Italy, Step Europe / Finland, Svetlost / Serbia and Shelter International e.V. / Germany, which work in minority inclusion field through the empowerment and support of youth workers/leaders with various effective tools adding quality to youth work in local and European level. The project also seeks at fostering the participants' awareness on how certain minorities, groups of individuals are socially excluded on the basis of their culture, status, belonging to minority groups or religion, and encourage those target groups to take a stand against racism and social exclusion using practical tools elaborated in this project.

Objectives of the Project:

- To raise understanding of important concepts on minority, migration, social exclusion, promote inclusion among youth workers/activists and propose effective solutions;
- To analyze and address challenges faced in youth work in local and European level while implementing in practice projects with youngsters with minority background;
- To raise awareness about the different implications of the phenomenon of minorities and migration with a view to improving participants' level of competences and fostering their active participation in society;





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- To empower youth workers to gain competences how to include young people from minorities in community life using non-formal learning mobility and various educational tools
- To contribute to professional and personal development of youth workers and improve quality of youth work, initiatives by developing specific resources, tools and support materials for youth organizations and youth workers;
- To promote the Erasmus + YiA Programme as a tool for minority inclusion work establishing conditions to create a common strategy for future cooperation.

Results:

- **Field Analyses Paper** will serve as a document to identify trends, opportunities and challenges meet by youth organizations/youth workers while working with minority youth. This document will serve for recognizing the needs in the local level, and create appropriate measure to interfere in the future. As well this document will serve for creating networking and cooperation with other stakeholders in local level and contributing to new initiatives and improvement of conditions of youngsters from minority backgrounds.
- Product of the Training for Trainers, **TOOLBOX** which can be used by the youth workers/partners multiplying it with youngsters in local level.
- **Life video chronicle** produced in Youth Exchange will be a tangible result to be shared with organizations in projects in local and European level.
- **Resources Pack** produced in the Seminar with 5 concrete tools how to work with youngsters from minority background will serve as a tool for future qualitative youth work.

Objectives of TOR

Regarding the Activity number 2.1 of the project “Field Analyses Paper”, organization StepEurope ry is looking to hire an expert to do a desk research and interviews on: “Local Youth Work Approaches with Minority Groups”.

Through this secondary Research/Report, will be possible to analyze the approaches used by the youth workers in local level while working with youngsters from different minority backgrounds. The outcomes of the Field Analyses Paper Report will be used in two directions 1) to identify challenges and support needed for youth workers to better address minority youth work in the future and 2) to create bridges for





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future cooperation and networking in the local level among the youth organizations and promote the best practices.

This secondary research will include materials in Policy and programs framework that develop youth work; Statistical overview: young people, migration and minority groups; Youth work with young migrants and ethnic minority young people (challenges, opportunities, lessons learned, best practices), specific tools in Albania, Serbia, Italy, Finland and Germany, which can be obtained from various sources like: data available on government and non government agencies, CSOs, on the internet, and youth related public institutions etc.

The main aim of this secondary research will be the production of a Field Analyses Paper / Report, which will come as a result of collection of the desk researches and interviews done in each partner country of the project. Through these desk research / interviews will be possible to analyze the approaches used by the youth workers in local level while working with youngsters from different minority backgrounds.

The Report produced will be a Field Analyses Paper for 5 countries with detailed information on trends, challenges, opportunities and tools to serve also to other stakeholders of the consortium and the online audience.

SCOPE OF WORK

The expert will closely communicate and work under supervision of Coordinating organization and Project Coordinator. During the research process the Expert will conduct following:

- To provide up-to date information on the existing policy and other normative acts that tackle the issue of minority and migration in one's country;
- To ensure to write the desk research;
- To ensure translation of the transcripts on English language;
- To ensure quality of the research process and respect of the sample profile;
- To be fully responsible for quality of the research;
- To ensure timely delivery of the research outputs to coordinating organization.





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PROFILE OF THE DESK RESEARCH EXPERT

Competences

- High sense of responsibility, interest in the subjects of the project and commitment;
- High level of analytical competence;
- High level of time management competence;
- High level of interpersonal competence;
- Fluency in English language (written, spoken);
- Advanced computer skills (MS Office - Word, Excel, Power Point, Internet).

Qualification and experience

- An academic degree in a relevant field (e.g. Social science etc) or equivalent proven practical experience;
- At least 5 years of relevant, research and/or experience management in social field;
- At least 5 years of experience working on projects and interventions for social economic development of local communities.
- Familiar with youth projects, migration and minority groups.

Reporting

Expert is responsible to weekly report on research progress and if needed to discuss possible challenges in meanwhile;

Expert is responsible to ensure supervision to Project coordinator during correspondence with coordinating organization;

During field work, the expert is responsible to keep and collect source of verification for activity reporting.





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APPLICATION PROCEDURE

The interested applicants have to send the required documents as below:

Curriculum Vitae

Motivation letter

Evidence of previous experiences in the field of research

Deadline for submitting applications is 10th of February 2020 (late submission will not be accepted as well phone inquires)

The interested applicants can send the documents to the following email:
info@stepeurope.org

EVALUATION PROCEDURE

Main selection criteria will be proven experience in the field, familiarity with topic and research instruments.

