

The OSCE Project Co-ordinator in Ukraine is seeking a qualified and motivated person to fill the position of:

### **National Expert**

**to develop methodological recommendations on identification and referral of victims of human trafficking for regional units of the Ministry of Social Policy and Ministry of Interior**  
(1 post)

*This activity is planned in the framework of the OSCE PCU project “Enhancement of Prevention and Prosecution of Trafficking in Human Beings and Cybercrime in Ukraine”.*

#### **Background:**

The PCU has been providing continuous support to Ukraine with the implementation of the OSCE Action Plan to Combat Trafficking in Human Beings (July 2003, revised in July 2005 and amended in 2013). In order to enhance the capacity of Ukrainian authorities to better combat trafficking in persons, PCU project activities are aimed at legislative support, prevention of trafficking, strengthening the prosecution and criminalization, as well as the identification and assistance to trafficked persons in Ukraine.

Following the request of the Ministry of Social Policy of Ukraine and the Ministry of Interior of Ukraine, the PCU will facilitate the development of methodological recommendations for the regional units of the above-mentioned Ministries to enhance their capacity to identify and refer victims of human trafficking in line with Ukrainian legislation and international standards.

The proposed activity is planned in the framework of the OSCE PCU project “Helping Prevent and Prosecute Trafficking in Human Beings and Cybercrime” aimed at assisting Ukrainian institutions in combating trafficking in human beings (THB) and cybercrime more effectively.

#### **Task:**

The OSCE Co-ordinator in Ukraine would like to engage the services a National Expert in the field of social assistance to develop the methodological recommendations on identification and referral of victims of human trafficking for regional units of the Ministry of Social Policy and Ministry of Interior.

The document will focus, inter alia, on the following issues:

- Brief overview of Ukrainian legislation which serves as a background for co-operation of the regional units of the Ministry of Social Policy and Ministry of Interior in identification and referral of victims of trafficking;
- Overview of the functions and roles of the regional units of the Ministry of Social Policy and Ministry of Interior in combating THB;
- Practical modalities for exchanging information and referral of victims between regional units of the Ministry of Social Policy and Ministry of Interior (incl. timelines,

types of information to be shared, measure to secure confidentiality and minimizing re-victimization);

- Information which should be provided to victims of trafficking to facilitate the referral;
- Do's and Don'ts within the referral process;
- Contact details of the focal points responsible for referral in each of the regional units of the Ministry of Social Policy and Ministry of Interior.

General recommendations for the National Expert regarding the development of the methodological recommendations:

- the methodological recommendations are to be well structured to facilitate their use and to ease the acquisition of the materials;
- the methodological recommendations are to be written in accessible language;
- the methodological recommendations are to be practical as much as possible and contain lots of practical materials, tools and tips.

The draft methodological recommendations are to be discussed and tested at the Conference on Prosecution of Human Trafficking to be held on 15-16 October 2015.

The Expert in the field of social assistance will work together with a Police Expert.

The Expert will work from home and liaise with the PCU and key project partners as and when required.

**Necessary Qualifications:**

- University degree in social science or related field;
- Minimum 5 years of relevant professional experience in the field of social work;
- Proven in-depth knowledge and understanding of issues related to human trafficking, in particular aspects of National Referral Mechanism to identify and assist victims of trafficking;
- Experience in developing methodological recommendations or similar guidelines;
- Excellent command of Ukrainian, with exceptional writing skills;
- Computer literacy;
- Experience with international organization would be an asset;
- Experience in providing consultancy services would be an asset;
- Excellent communication skills;
- Self-discipline and ability to work against deadlines.

*This position is for residents of Ukraine only.* If you wish to apply for this consultancy position, please use the OSCE's online application link found under <http://www.osce.org/employment>. The vacancy number is **VNUKRC00343**. However, if you have difficulties with the system you may use the OSCE's Application Form available at [www.osce.org/ukraine/employment](http://www.osce.org/ukraine/employment); you should complete the Application

Form and send it *via e-mail* to [oscepcu-recruitment@osce.org](mailto:oscepcu-recruitment@osce.org) indicating the title of the position on the Application Form and in the cover message subject, or *by fax* to +380 44 492 0383 to the attention of Ms. Lyubov Kravchenko or *mail it* to the OSCE Project Co-ordinator in Ukraine, 16 Striletska St., 01030 Kyiv, Ukraine as soon as possible. The deadline for application is **24 August 2015**. Applications received after the deadline will not be considered. Only short-listed candidates will be contacted.

**The OSCE retains the discretion to re-advertise the vacancy, to cancel the recruitment, to offer an appointment at a lower grade or to offer an appointment with a modified job description or for a different duration.**

**The OSCE is committed to diversity and inclusion within its workforce, and encourages qualified female and male candidates from all national, religious, ethnic and social backgrounds to apply to become a part of the organization.**

**Please be aware that the OSCE does not request payment at any stage of the application and review process.**