

Higher Education Evidence Based Policy Making

SELECTION CALL FOR APPLICATIONS 18.11.2013

Activity 6. Enhancing the information level and improving competences of the personnel involved in the reporting exercises and elaboration of higher education public policies

1. **Institution:** The Executive Agency for Higher Education, Research, Development and Innovation Funding (UEFISCDI)
2. **Project:** Higher Education Evidence Based Policy Making: a necessary premise for progress in Romania, code: 34912
3. **Domain:** Public policies expert
4. **Type and number of available positions:** 3 execution positions
5. **Objective:** Enhancing the information level and improving competences of the personnel involved in the reporting exercises and elaboration of higher education public policies through dedicated training and workshops
6. **Activities in which the expert will be involved:**

Activity 6. Enhancing the information level and improving competences of the personnel involved in the reporting exercises and elaboration of higher education public policies

6.1. Organizing 4 trainings with maximum 20 participants on public policies elaboration, in order to better understand all stages of the process and the role of the people involved in elaborating these policies. The trainings will focus on substantiating policies from the reporting and data management perspective

Experts' responsibilities:

Designing and carrying out the training sessions, according to the specific activities.

1. Specific requirements (qualifications and expertise):

- university degree;
- experience in public policies;
- work experience: minimum 3 years;
- computer skills - Windows, Microsoft Office, graphic editing programs;
- English;
- Experience in structural funds projects would be a plus;
- Additional certificates / diplomas would be a plus.

1. Knowledge and specific skills:

- efficiency in time management;
- professional approach and confidentiality concerning the project objectives;
- experience in educational projects.

1. Activity timeframe:

The activity is scheduled to take place for 1 month, between 2 December 2013 - 31 December 2013.

11. Applications:

The applications will be submitted via e-mail at secretariat-podca@uefiscdi.ro or at the postal address 3, Calea Plevnei St., Bucharest, no later than 2 November 2013, containing:

- letter of intent;
- CV (Europass);
- Copies of diplomas and other relevant documents.