

JOB VACANCY

As an international cooperation enterprise for sustainable development with worldwide operations, the federally owned Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH supports the German Government in achieving its development-policy objectives. It provides viable, forward-looking solutions for political, economic, ecological and social development in a globalised world. GIZ promotes complex reforms and change processes. Its corporate objective is to improve people's living conditions on a sustainable basis. For more information see: www.giz.de

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH, Sustainable Municipal Services (SMS) Project is seeking to fill the position of:

Junior Advisor **Organizational Development and Management Advice**

to assist the ministerial staff responsible for waste and the environment

The overall purpose of the post

The Support to Waste Management in Kosovo-Project (or Sustainable Municipal Services-Project hereafter SMS) co-funded by the Federal Ministry for Economic Cooperation and Development (BMZ) and the European Union in Kosovo (EUOK) and implemented by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH supports Kosovo's municipalities in their efforts to modernize public services in the area of waste management. This is in accordance with the municipalities' legally assigned mandate and supports them to become more efficient and to better address the needs and expectations of their citizens.

The SMS project strengthens at the national level the Ministry of Environment Spatial Planning and Infrastructure (MESPI) and at the local level the 38 municipalities of the country and other relevant stakeholders such as the private sector. The objective is to establish a functioning waste management system as part of the country's adaption of the circular economy framework as defined in the EU-Green Agenda for the Western Balkans.

Until today municipalities in Kosovo face a big challenge when it comes to providing sustainable services for their citizens. The aim of the SMS project is to develop a coherent legal and institutional framework that complies with EU standards and supports municipalities in assuming their responsibility for waste management, applying the concept of the circular economy. In the past years, GIZ SMS has focused its support on local actors. Its success has created political attention and willingness to further reform the waste sector with a specific focus on reducing landfilled waste. For this not only infrastructure, organisational and human capacities must be built, but also the legal and institutional framework needs development.

SMS currently supports the MESPI to implement the "Kosovo Integrated Waste Management Strategy" (KIWMS) and the respective action plan for implementation as well as the monitoring of the strategy's implementation. Further, MESPI is supported in updating and aligning the legal frame in accordance with EU directives and ensuring its enforcement by properly equipped institutions. The SMS project further supports MESPI in introducing Extended Producer Responsibility (EPR) schemes and currently introduces a Deposit Refund System (DRS) for beverage containers in the country. Also, for diverting other waste fractions from landfilling the KIWMS foresees future development of EPR systems for Waste from Electronics and Electric Equipment (WEEE) and Used Oils, Accumulators and Batteries, etc.

At the local level SMS supports the municipalities to fully assume the responsibility of managing and steering the waste sector, e.g. in transitioning from basic service provision by advancement to integrated waste management plans that translate the concept of circular economy to action. The MESPI installs a Coordination and Steering Structure for the sector and is hereby supported by GIZ.

Overall, the junior advisor will assist the MESPI in all matters regarding the implementation of reforms in the waste management sector. This entails support for all management tasks that are related to operationalizing the KIWMS including the mentioned EPR and DRS system and all future reforms. The junior advisor will be seconded to the Ministry and support actively the responsible ministerial staff in promoting and implementing the beforementioned reforms.

Main task and responsibilities

The junior advisor shall be responsible for:

- support and proactive assistance to the management tasks of the respective ministerial staff
- support to data collection and research
- proactive coordination under the supervision of the respective ministerial staff with stakeholders at the national and municipal level and related other institutions with respect to integrated waste management
- proactive coordination under the supervision of the respective ministerial staff of international and local consultancies in line with the implementation and updating of the Kosovo Integrated Waste Management Strategy and Action Plan
- supporting the institutional capacity development measures and interinstitutional processes needed for the enforcement and monitoring of the KIWMS
- drafting of necessary documents (talking points, agenda, background papers, minutes of meetings)
- assisting the respective ministerial staff in its active communication, scheduling and knowledge exchange
- performing other duties and tasks at request.

Required qualifications, competencies and experience

Qualifications

- Bachelor's Degree in environmental engineering, urban planning, economics, political or international relations, law or in an area that is related to the project objectives.
- Additional knowledge on integrated waste management and/or circular economy is preferable.

Professional experience

- At least one (1) to two (2) years of experience in related areas (ministerial or institutional assistance, organizational support, capacity building, integrated waste management, environment and monitoring & evaluation).
- Experience in project management and research experience in an area related to the project's requirements.
- Project management and research experience in related areas is desirable.

Other knowledge, additional competences

- Very good knowledge of English; knowledge of German is an added value
- Highly motivated, structured and strategic thinking, well organized and independent working style
- Proficient knowledge of Microsoft Office programs
- Knowledge about the value of the environment, ecosystem and biodiversity
- Service-oriented attitude and interpersonal skills, including adapting communication to different recipients and networking in Kosovo and with the international community
- Able to establish a good and considerate working relationship with all staff in the organization, demonstrating respect for their respective roles and responsibilities

- Willingness to upskill as required by the tasks to be performed – corresponding measures are agreed with management
- Willingness to regular partner interaction, and exposure to on the ground waste management service provision.

Location: GIZ Office-Pristina and Ministry of Environment Spatial Planning and Infrastructure

Expected start date: September 2022

How to apply?

Interested and, suitably qualified and experienced candidates are invited to submit their electronic application in English, in **PDF version**, to application.kosovo@giz.de

- CV (Europass template is recommended)
- Letter of motivation
- Diploma(s), references/recommendations
- Subject of the email: **Name & Surname –Junior Advisor - Organizational Development – GIZ SMS project**

Applications that do not meet these rules will not be considered!

Deadline for the application: **12th of August 2022**

Only short-listed candidates will be contacted and invited to the next stage of recruitment.

GIZ encourages female candidates, candidates from ethnic communities as well as candidates with disability to apply.