

Terms of Reference

Fiscal Expert

Programme: “Swedish Support to Decentralisation Reforms and Recovery in Ukraine 2024-2028”

About SALAR International & its engagement in Ukraine

SALAR International is a subsidiary of the Swedish Association of Local Authorities and Regions (SALAR), representing all 290 municipalities and 21 regions in Sweden. As the international branch of SALAR, we work globally to support local democracy and good governance in developing and transitioning countries. Our expertise covers areas such as capacity building in municipal management and service delivery, local and regional development planning, support for local government associations, decentralisation policies and European integration. Geographically, SALAR International’s projects cover countries in Eastern Europe, the Caucasus, the Middle East and the Sub-Saharan Africa.

SALAR International has been engaged in Ukraine since 2014, providing support to Ukraine’s decentralisation process through three major initiatives focusing on building a robust multi-level governance system, increasing accessibility and quality of services at the local level, and enhancing international cooperation between municipalities from Ukraine and the EU. After the full-scale invasion, SALAR International has added crisis support to Ukrainian municipalities, providing them with material assistance.

Description of the assignment context

SALAR International has finalised its current projects in Ukraine (DSP and Prosto), which were initiated before the full-scale invasion. To address the changing needs of Ukrainian municipalities and national actors during wartime, a new multi-level program has been initiated, to be financed by the Swedish International Development Cooperation Agency (Sida).

SALAR International is currently in the preparatory phase of the new programme, with estimated activities scheduled to begin in July or August 2024. The programme is planned for four years, but activities are currently outlined for the first 24 months.

The new programme aims to work with both short and long-term focus on addressing the needs of the multi-level governance system in Ukraine and in parallel strengthen municipalities’ public service provision, as well as their direct engagement in the recovery and reconstruction process, in line with the requirements of EU accession.

The programme will consist of two components: one focusing on policy and collaboration with national actors, and the other providing direct support to municipalities. It will encompass five thematic areas: Education, Fiscal Decentralisation and Budgeting, Administrative Service Provision, Locally-led Recovery, and International Municipal Cooperation. The programme will procure material support to address the crisis needs of municipalities and coordinate with other international actors to finance the implementation of recovery plans.

Organisational set up

The programme is a joint Swedish-Ukrainian initiative with management structures in both Stockholm and Kyiv. It encourages a flat organisational structure, meaning a high degree of autonomy and responsibility for involved experts, as well as strong local ownership among beneficiaries such as national stakeholders and Ukrainian municipalities.

It is expected that more than 50 people will be working full-time in Ukraine within various thematic teams as well as support units.

The programme has its office in Kyiv but will implement activities in all regions controlled by the Ukrainian government.

Role description

There are two fiscal expert positions within the thematic area “Fiscal Decentralization” which consists of a team of local and international experts focused on enhancing the financial conditions for and capacities of local governments in Ukraine. The experts will be providing data research and analysis of the sub-national budgets, developing policy advice to help improve efficiency, good practices and sound financial management at local level.

For this position, SALAR International is searching for motivated, analytical persons, attentive to details who can process large amounts of data, identify and systematise complex data deriving patterns and report on them. Under supervision of the Thematic Team Leader, the work involves maintenance of a close dialogue with key stakeholders in Ukraine, such as the Ministry responsible for local government issues and regional development, the Ministry of Finance of Ukraine, Associations of local self-governments etc.

Main responsibilities:

- Monitoring changes in legislation that influence revenues and expenditures of local budgets, financial capacity and fiscal autonomy;
- Compiling and review of data on subnational finance (statistical data, budget data), analysis of outliers and trends;
- Conducting analysis of outliers and trends, statistical and econometric analysis, preparation of reports;
- Under supervision of the Thematic Team Leader preparation and communication of policy advice for the key stakeholders in Ukraine;
- Technical advice, coaching and practical support for the key stakeholders in Ukraine;
- Participation in public events and seminars on decentralisation and public finance issues;
- Establishment and fostering communications with Programme partners at national and local
- Provision of inputs for planning and reporting on the execution of assigned tasks.

Qualifications:

- Master’s degree or equivalent in finance, economics or public administration;
- At least 5 years of experience in development work in public finance management in Ukraine;

- Advanced understanding of state and local budget systems in Ukraine, treasury reports, and taxation in Ukraine;
- Excellent knowledge of advanced MS Excel functionalities;
- Very good communication skills;
- Fluent Ukrainian.

Merits:

- Knowledge of local government competences, decentralisation and national reform processes in Ukraine;
- Experience in maintaining good relations with key national stakeholders
- Proven experience working with public finance management in local governments;
- Proven record of publications on local finance and/or decentralisation;
- Ability to communicate with international experts in English without interpreter.

Selection Criteria:

The selection of candidates will be based on the following criteria: work experience; knowledge of state and local budget systems in Ukraine, decentralisation and local governance reform processes in Ukraine; analytical skills and experience, communication skills, problem-solving oriented mindset.

Diversity and equal opportunities

SALAR International embraces diversity and respects human rights in all areas of its work. SALAR International strives to create a gender-equal and diverse working environment. Team members shall respect equal rights of individuals and strive to create an atmosphere where people's differences are accepted and valued. SALAR International supports working arrangements that enable personnel to combine work with family commitments.

Conditions

A consultancy contract will be signed between SALAR International and the expert which will outline the conditions for the position in detail. Please note this position is not an employment position, meaning that applicants must be established as consultants and will be liable to pay all relevant taxes and insurances in Ukraine.

A competitive consultancy fee will be offered to the successful candidate. Life and travel insurance is provided to those travelling within Ukraine.

Duration: 23 months (full time, with possibility of extension)

Location: Ukraine (remote or on-site)

Application: Send your application with max 3 page CV and max 1 page cover letter to ukraine@salarinternational.se. Please note "Fiscal Expert" in the subject line. The interviews will be conducted on an ongoing basis. Only shortlisted applicants will receive a response by email when the recruitment has been finalised.

For any questions or clarifications, please contact: ukraine@salarinternational.se.

Personal information provided by the applicant in the recruitment process will be handled by SALAR International.

Deadline: 30.06.2024