



Asocijacija Alumni Centra za
interdisciplinarne postdiplomske studije

JOB TITLE:

Junior Policy Researcher

ORGANIZATIONAL CONTEXT:

Under the direct supervision of the Team Leader of the *Citizens for Europe* Project and overall supervision of the ACIPS President, incumbent will work as the Junior Policy Researcher in the *Citizens for Europe* Project under the patronage of the European Union Special Representative (EUSR) in BiH and the Kingdom of Sweden through the Swedish International Development Aid Agency (SIDA), the project aims to increase the intensity of quality of public dialogue on Key EU issues in BiH. ACIPS is an independent policy research institution / NGO committed to producing sound policy research aiming to provide constructive solutions to the European integration challenges facing BiH, and promoting their implementation.

DURATION:

1 month(extendable). The researcher **will be under direct supervision of Senior Policy Researcher** and will be contracted 45 days prior to the sessions related to the designated topics. The Junior Researcher will be member of the Working Group and therefore he/she will be contracted during the same period when the Working Group for the given theme is formed, in order to facilitate closely cooperate and coordinate the research materials and findings with the members of the Working Group. Furthermore the findings of the research will be consolidated communication from the Working Group as a whole on the proposed reforms based on the findings of the research.

GENERAL DESCRIPTION:

The incumbent will be **responsible for assisting the Senior Policy Researcher** in all activities related to the Research for the selected topic, including: planning and executing major segments of research projects in consultation with and under supervision the Team Leader for the project *Citizens for Europe*. He/she is expected to participate in the design of the research approach and the selection of appropriate research tools and techniques in consultations with the Senior Researcher and the Working group designated for one of the following topics:

- Social and economic policy
- Agriculture, food and rural development
- Education standards
- Energy and Environment
- Anti-corruption policies

Furthermore, the incumbent will be the member of one of the Working



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Groups, depending on the topic for which he/she is selected for. Junior Researcher will closely cooperate with the Working Group in creation of the final document and its findings as well as participate in the advocacy phase of the policy cycle including communication with all relevant stakeholders. In addition the incumbent will draw policy inferences, policy brief and present the recommendations and findings.

FUNCTIONS / KEY RESULTS EXPECTED:

Summary of key functions:

- **Assisting Senior Policy Researcher in all activities related to the** research as well as supporting in all other related duties:
- **Assisting in drawing policy inferences**
- **In coordination with Senior Researcher participating in creating final** version of policy paper including what is the status of affairs on the specific theme and topics in BiH, the EU requirements, benefits accrued through pursuing the related reform and proposed measures to be taken
- Participating in all advocacy activities, including, presenting the recommendations and advising the preparation of the NGO group prior to the plenary sessions.
- Additionally, the members of the Working Group will be international and national experts for the given topic, who will closely cooperate with the Researchers in the design of final messages and recommendations that will be communicated in the policy proposals.

Expected Results:

- Desk and primary research activities are conducted as defined in the ToRs
- The policy research paper, policy inferences, policy briefs and memos are drafted as defined in the ToRs.
- Advocacy activities implemented as it is defined in the advocacy plan.

COMPETENCIES

- Sound knowledge of the European integration processes
- Sound knowledge of the policy research and advocacy
- Sound knowledge of socio-economic research techniques
- Managerial skills
- Strong writing skills



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- Excellent knowledge of BHS and English language.
- Sound knowledge on one of the following topics:
 - Social and economic policy
 - Agriculture, food and rural development
 - Education standards
 - Energy and environment
 - Anti-corruption policies

QUALIFICATIONS:

Education:	MA degree preferably in the field of European Integrations, Law, Political Science, or related social sciences
Experience:	At least three years of relevant work experience , including policy research experience
Language requirements:	Excellent knowledge of BHS languages and English
Other requirements:	<ul style="list-style-type: none">- Sound knowledge of the European integration process in Bosnia and Herzegovina- background in EU assistance programs and policies- experience in policy research and social research techniques- excellent drafting skills- excellent communication skills- excellent teamwork abilities