***ADVOCACY TASK FORCE***

***ToR – Expert for Advocacy task force***

**1. O PROJEKTU SOCIETIES 2**

The "SOCIETIES 2" project is implemented by Caritas Serbia with 11 partners from Southeast Europe. The project is a continuation of the activities of the SOCIETY 1. The aim of the project is to strengthen the participation of civil society organizations in dialogues with the Public Authorities and influence in the decision-making processes by increasing their expertise and capacities in the fields of social inclusion for people with disabilities and de-institutionalization policies.

More information about the project is available on web page: [www.projectsocieties.org](http://www.projectsocieties.org)

**2. ADVOCACY BACKGROUND**

One of the activity clusters of the project is **the activation of advocacy task forces in all five project implementation countries,** aimed to:

• improve the public participation and the CSOs role in decision-making processes,

• exchange knowledge and experience between organizations and institutions in the social inclusion and deinstitutionalization practices and policies;

• improve the communication between the organizations and institutions in order to raise the quality of life of PWDs.

• create or strengthen – where they already exist - mechanisms for a permanent social dialogue between CSOs and public institutions by either allowing the same TF to become and evolve as the main experience of permanent arena in the country (in this sense the TF should identify the way in which to become a structured place for the institutional dialogue), or identifying other arenas already existing in the territory, and help them consequently in becoming more structured and permanent.

• activate proper financial supporting mechanisms for CSOs, capable of both efficiently implementing the CSOs role, and boosting sustainability for CSOs working with persons with disabilities.

The Action is designed based on the writing from the first phase of the SOCIETIES project. Evaluation of participants from the first phase of the project, recommendations of the organizations and trainers, as well as analysis of project staff were the basis for the proposed establishment of task forces on advocacy. TF will be composed by an average number of 7 people in each country, both representatives of national and local CSOs and representatives of Local and National authorities and institutions dealing with the issue of disability and mental health in each country (such as Ministries, Centers for social work, Mental health centers, Municipal services, etc.). In addition, The TF can also be expanded to Experts, who will be engaged in accordance with the needs and topics the group is discussing.

**3. TASK FORCE COMPOSITION AND TOPICS**

The composition and the topics to discuss will be organized according to the local needs and priorities, as identified during the Mapping and Research process.

**4. TIME AND LOCATIONS**

Each TF will establish and define the method and form for its gathering: meetings, round tables, conferences, or other forms that can be identified. The TF will regularly meet up to the end of the project, for a total number of **60 working meetings (12 per country, on average 1 meeting once in 3 months).** Formal minutes will be taken during the gatherings, and they will include advices, suggestions and recommendations on how to increase the Social Inclusion policies for PWDs.

Advocacy task forces time frame may be changed due to COVID 19 crisis and epidemic measures.

**5. ADVOCACY CONSULTANCY**

For a successful accomplishment of its mission, each local task force on advocacy will be enlarged by two local experts, whose role and responsibilities will be:

* to facilitate and promote the communication between CSOs and public authorities members of the task force, by contributing to the creation of a climate of constructive dialogue and mutual understanding
* to assist the advocacy task force in preparing and realizing the events by feeding into preparatory and final documents, according to the subject and the scope of each event
* to assist the task force to identify the legal framework in place on public consultation processes and the potential room for its improvement
* to give advice on the best possible practices for the inclusion of CSOs in the public dialogue
* to identify and promote the existing mechanisms of dialogue between CSOs and state authorities
* to submit and promote best practices regarding different financial support mechanisms for CSOs
* to give advice on the ways of either transforming the TF in a permanent dialogue arena, or improving and enhancing the existing ones, according to the local context
* to ensure a targeted approach to messaging
* to provide a written summary/conclusions of the organized meetings

**6. SELECTION CRITERIA**

* Master degree in social sciences or equivalent experience of at least 10 years
* at least two years of relevant professional experience in a similar function within local or international development context – public policy, advocacy and communications
* strong conceptual and research/analytical skills with the ability to analyse data and information from different sources and produce coherent materials
* optimal written and oral communication skills, with strong demonstrated ability to convey complex ideas in a clear and direct style
* highly organized at both task and project level
* innovative and creative thinker

**7. FINANCIAL TERMS**

The budget available to cover the task force advocacy consultant services costs is 800.00 EUR in Serbia.

**8. CONTACT**

For all information you can contact the local coordinator in your country:

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| **Country** | **Organization** | **Person** | **Email** |
| Serbia | Caritas Serbia | Jelena Ankić | [jelena.ankic@caritas.rs](mailto:jelena.ankic@caritas.rs) |

Deadline for application: 26th May.

Belgrade, 28th April 2021