**National Communication Adviser for Parliamentary Committee on Anti-Corruption Policy**

**Terms of Reference**

1. **Background**

The European Union Anti-Corruption Initiative in Ukraine (EUACI) is the European Union (EU) program in the area of anti-corruption in Ukraine, co-funded and implemented by the Ministry of Foreign Affairs of Denmark on behalf of the EU. Based on the significant results of the EUACI Phase II in 2020-2024, Denmark and the EU decided to continue a third phase of the program aimed at supporting Ukraine in its efforts to reduce corruption at the national and local level through the empowerment of citizens, civil society and state institutions.

The EUACI Phase III strategic objectives are that corruption in Ukraine is reduced; Ukraine advances with anti-corruption reform; and reconstruction in war-affected areas of Ukraine is implemented within a framework that incorporates transparency, accountability and integrity.

The EUACI has four intervention areas, namely:

1. Support to independent state institutions fighting and preventing corruption;
2. Transparency and accountability of the reconstruction process;
3. Support cities in war-affected areas in enhancing integrity in the reconstruction process;
4. Civil society and media in preventing and fighting corruption.

The Parliamentary Committee on Anti-Corruption Policy (CAP) is one of the program partners. The Committee performs legislative, oversight, and representation functions. The CAP is responsible for processing draft laws related to anti-corruption policy. It also oversees the policy implementation and performs corruption proofing of draft laws.

In December 2023, EU leaders decided to open accession negotiations with Ukraine. It means that in the nearest future, Ukraine will actively adopt and implement anti-corruption reforms in the framework of Ukraine’s accession to the EU.

In view of that, EUACI agreed to support the Parliamentary Committee of Anti-Corruption Policy (CAP) in communication of the work of CAP.

1. **Objective**

The main objective of technical support to be provided to the CAP within the framework of this engagement is to contribute to the effective communication of the Parliamentary Committee on Anti-Corruption Policy. The assignment will contribute towards this end by ensuring that the CAP operates with a clearly defined media and communication strategy, including by assisting the CAP in setting up a practical operational framework for communication-related activities. EUACI intends to make this contribution by signing a contract with a relevant professional service provider.

The National communication adviser will be designated to assisting the CAP in communicating the progress and achievements of anti-corruption reform in line with the international anti-corruption commitments of Ukraine.

1. **Scope of work and expected deliverables**

**Scope of work**

The National communication adviser will be working closely with the CAP management and EUACI for the fulfillment of the following tasks:

* Support in communicating the state of anti-corruption reform and activities of the CAP related to European integration, as well as (if needed) assisting CAP in media advocacy of anti-corruption reform.
* Conducting a situation analysis and assessing the detailed needs of the CAP related to external communications required for delivering planned communication activities.
* Prepare a draft media and communication strategy, describing the key stakeholders as well as actions that will be taken over the coming period.
* Preparing briefings, press conferences, press-releases, posts for social media, public comments, and statements on behalf of the Committee.
* Conducting on-the-job coaching sessions for the spokespersons assisting in effectively communicating key messages, polishing narratives, and preparing for public communications.
* Conducting general media monitoring and development of a media database.
* Guiding CAP leadership on how to react in crisis communications.
* Other tasks as assigned.

The adviser will be expected to work in close coordination with EUACI representatives and will be required to report on the implementation of tasks.

**Expected deliverables**

* Briefings, press conferences, press releases, posts for social media, public comments, and statements.
* Communication advice for CAP leadership.
* Other thematic documents, including briefing notes, minutes, and charts.
* A final report of a maximum of five pages, excluding annexes as the final deliverable. The report shall provide an assessment of the achievements made in relation to the scope of work and deliverables and any critical issues/recommendations for possible follow-up.

1. **Timeline**

The intended commencement date is the date of signature of the contract with the consultant, and the period of implementation of the contract will be 12 months, with a duration of 260 working days.

1. **Professional Requirements**

Education and Experience:

* A university degree in journalism or other related disciplines.
* 4 years of relevant professional experience as a communication expert or communication adviser, preferably with a focus on justice /the rule of law/anti-corruption field.
* Proven experience in providing communication services.
* Proven experience of working with or assisting to public institutions in Ukraine.
* Knowledge of the media landscape of Ukraine is obligatory.
* Proven experience of being a spokesperson.
* Excellent analytical and communication skills.
* Previous experience working with/knowledge of anti-corruption reform in Ukraine will be considered an asset.
* Fluency in written and oral Ukrainian and English.

1. **Monitoring and evaluation**

Definition of indicators

The performance of the contractor will be assessed upon reaching the purpose of this contract as well as obtaining its results, as indicated in the sections "Objective" and "Expected Deliverables" herein, respectively. Moreover, the performance of the contractors will be judged upon the successful implementation of all the specific activities indicated above.

Special requirements

By signing the contract, the contractor agrees to hold in trust and confidence any information or documents ("confidential information") disclosed to the contractors or discovered by the contractors or prepared by the contractors in the course of or as a result of the implementation of the contract, and agrees that it shall be used only for the contract implementation and shall not be disclosed to any third party.

The contractor reports to the EUACI. The contractor shall be briefed prior to starting the assignment. The contractor shall de-brief the EUACI prior to finalizing the assignment.

The contractor shall immediately inform the EUACI after 50% and again after 75% use of the overall foreseen working days under this contract.

**HOW TO APPLY**

**The deadline for submitting the proposals is 11 June 2024, at 14:00 Kyiv time.**

The qualifying candidates should submit the following information:

1) Expert’s CV

2) Expert’s daily rate

3) Motivation letter (one page).

The aforementioned information should be sent no later than the deadline indicated above to the following email: [antmar@um.dk](mailto:antmar@um.dk), pointing in the subject line: **National Communication Adviser for CAP.**

Bidding language: English.