



ReSPA REGIONAL MOBILITY PROGRAMME

- Call for Applications –

- Are you a permanently employed civil servant with 3 – 8 years of working experience in public administration?
- Do you work in Ministries in charge for coordination of EU integration; regional cooperation; policy planning and strategies; public administration or in the public institutions dealing with specific sectoral policies?
- Would you like to learn more about relevant EU policies and how these policies are impacting your daily work?
- Are you ready to embark on executive training in a renowned European learning institution, a study/working visit to EU institutions and an immersive journey of job shadowing with peers working in the regional organization relevant for your area of interest?
- Are you excited at the prospects of spending one working week in a multi-cultural working environment?
- Would you like to become a member of Regional Community of Practice bringing together peers from around the region who are strong believers in the European future of the Western Balkans?

If YES is your response to all the above questions, you are an ideal candidate to apply for the ReSPA regional Mobility Programme.

What is the “ReSPA Regional Mobility Programme”?

Public administration cooperation exchanges are important reform levers towards upgrading the public administrations, boosting regional cooperation and EU integration. In the realm of public administration, mobility of civil servants fosters a dynamic and responsive governance system. It enables the exchange of ideas, best practices, and expertise, leading to enhanced administrative capabilities and innovative policy solutions. Moreover, Western Balkans’ intra-regional mobility of public servants plays a vital role in promoting regional cooperation and integration within the EU, as well as further boosting regional cooperation initiatives.

Acknowledging the importance of boosting the mobility of public servants for the benefit of stronger regional cooperation, inspired by positive past initiatives¹ and with the financial support of the **European Commission**, **ReSPA** is putting forward a tailor-made regional

¹ EU Scheme for young professionals in the Western Balkans



mobility scheme in close partnership with the following regional organizations: **Regional Cooperation Council; CEFTA Secretariat; Transport Community Treaty Secretariat; Regional Anti-corruption Initiative; Regional Youth Cooperation Office; Centre of Excellence in Finance; Western Balkans Fund; Western Balkans 6 Chamber Investment Forum.**

The Regional Mobility Scheme is designed around the following pillars:

0. **Induction and preparatory day** – (remotely) at which the selected participants will be convened online by ReSPA to present the programme, objectives, logistical arrangements and to jointly discuss participants` expectations;
1. **Executive education** in a renowned School/Institute established in an EU Member State (3 days);
2. **Study visits** and exchanges with selected EU institutions in Brussels (2 days);
3. **Job shadowing²** in regional organizations in the Western Balkans (or wider) – (5 full working days):
 1. Regional School of Public Administration;
 2. Regional Cooperation Council;
 3. CEFTA Secretariat;
 4. Transport Community Treaty Secretariat;
 5. Regional Anti-corruption Initiative;
 6. Regional Youth Cooperation Office;
 7. Centre of Excellence in Finance;
 8. Western Balkans Fund;
 9. Western Balkans 6 Chamber Investment Forum.
4. **Closing workshop** (1 day) – bringing together the participants of the Regional Mobility Scheme to discuss the added value of the programme and the integration of the acquired knowledge in function of strengthened governance in the WB.

Are you eligible to apply?

You are eligible to participate at this Call for Applications if you are fulfilling the following eligibility criteria:

- You are a permanently employed civil servant working in the ReSPA Members` Ministries in charge of coordination of EU Integration and regional cooperation, policy planning and strategies, public administration, as well as institutions in charge of sectoral policies;
- You have 3 – 8 years of working experience in public service;
- You are junior or mid-level professional;
- You have not benefited from similar mobility schemes in the last 7 years;
- You have a great command of English language (speaking and writing).

² *Job shadowing is a type of on-the-job training that allows an interested employee to follow and closely observe another employee performing the role.*



How can you apply?

If you are interested in participating in this scheme you should apply to the ReSPA Liaison Officer appointed in each ReSPA Member via e-mails indicated below (please use both emails indicated for each administration or level):

Albania	Bosnia and Herzegovina
Albania1@respaweb.eu endri.gjata@dap.gov.al	State level: bih1@respaweb.eu ; Tanja.Sutalo@mpr.gov.ba Federation level: bih2@respaweb.eu samra.ljuca@adsfbih.gov.ba <i>Republika Srpska:</i> bih3@respaweb.eu d.copic@adu.vladars.net
Montenegro	North Macedonia
montenegro1@respaweb.eu ivan.j.lazarevic@gmail.com	mk1@respaweb.eu esma.adilovic@mioa.gov.mk
Serbia	
serbia1@respaweb.eu dragana.brajovic@mduls.gov.rs	

What is deadline for submitting applications?

You should submit your application no later than **15 December 2023, midnight**.

What your application should have?

In order for your application to be evaluated it should contain **ALL** of the following elements:

- Motivation letter in English language, explaining:
 - your motivation to participate in this Mobility Scheme;
 - your expectations in terms of how the Mobility scheme would contribute to your and the work of your institution;
 - clear identification of the regional organization in which you would prefer to do job shadowing³;
 - your personal commitment to participate at all stages of the Mobility scheme;

³ However, the final decision on the host organization will be made at a later state by ReSPA and the respective regional organizations.



- Confirmation by your employer on the permanent employment status and the required number of years of working experience;
- CV in English language;
- Written confirmation that your HR Department and your immediate manager agree with your participation in this scheme, including your absence from work for the purpose of: executive education, study visit and job shadowing segment (2 full weeks in total in different time periods: 1 week in March/April 2024 and 1 week in April/June).

Any question you may have during the application process, please send them to respa-info@respaweb.eu. The ReSPA Secretariat will respond within 5 working days.

Who will conduct the selection procedure?

ReSPA Liaison Officers, in close cooperation with the Members of the ReSPA Governing Board, will conduct the selection procedure and will inform ReSPA of selected candidates for each ReSPA Member (**up to 5 participants per ReSPA Member**).

What is the timeframe for the implementation of the Mobility Scheme?

Regional partners participating in this Mobility Scheme are committed to providing opportunities for selected candidates within the timeframe indicated below. Please, bear in mind that the **job shadowing component could take place earlier or later than indicated**, based on the availability of your peers in respective regional organisations and the number of selected candidates who expressed interest for the same organization, so that we can provide you with the best learning opportunities possible.

- Submission of applications: **15 December 2023**
- Selection of candidates by: **22 December 2023**
- Induction and preparatory meeting with selected candidates: **January 2024**
- Organization of executive education and Study visit to Brussels: **March/April 2024**
- Job Shadowing: **April / May / June 2024**
- Closing workshop: **end of June 2024**
- Active participation at the Community of Practice group, composed of participants in the Mobility Scheme: **second half of 2024**.

What to expect after you are selected?

If you are selected to be part of the Mobility Scheme, once when candidates are selected in all ReSPA Members, the ReSPA staff will contact you to inform you about the precise timeline for the implementation of the Mobility Scheme and the timeframe availability of the regional organization you will be assigned to do the job shadowing.

If you are looking forward to this opportunity – APPLY NOW!!

Peers working in regional organizations are looking forward to meeting you and having a chance to enjoy the benefits of a mutual learning experience with you!!!