



TERMS OF REFERENCE

PROJECT DETAILS

Project title: "Whistleblower, the law protects you"

ASSIGNMENT SUMMARY

Title of assignment Consultant for Table-top Exercise

Expected startdate May 2020

Expected end date June 2020

Contact person Erblin Hoxha email: erblin@levizjafol.org

A. BACKGROUND

The adoption of the new law is seen as a positive step aimed at promoting whistleblowing by ensuring the protection of whistleblowers. This is achieved by contributing to improving the perception of whistleblowing among citizens, journalists, public officials, policymakers and businesses; and advocating that these groups respect the law and other documents deriving from it.

FOL Movement will be engaged in promoting the new law on the protection of whistleblowers, primarily targeting private sector. The awareness raising campaign will serve to inform the public about concept and practice of whistleblowing, whistleblowers' rights and legal protection that the law guarantees for them.

This project implements a variety of activities that directly contribute to the increased implementation of the new law on Protection of Whistleblowers in Kosovo. Through open discussions, Lëvizja FOL is aiming to increase awareness about the law, and helps change the perception that exists in our society; whistleblowers are views as spies. Through table-top exercises, Lëvizja FOL directly contributes towards building bridges and communication channels between different institutions and private sector. Furthermore, public institutions need support in developing and implementing best practices when it comes to whistleblowers. Guidelines and handbooks produced during this project will serve as the first go-to place to get more information about how deal with cases of whistleblowing and whistleblowers in public and private institutions.

B. PURPOSE AND OBJECTIVES

The overall purpose of this project is to promote the Law on Protection of Whistleblowers in Kosovo among private sector companies.

Project objectives relate directly to the impact of law promotion:

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1. Promote and advocate for the implementation of the Law on Protection of Whistleblowers in private sector;
2. Improving the perception of whistleblowing among citizens, journalists, public officials, policymakers and businesses; and
3. The Law on Protection of Whistleblowers will serve as a first step towards practicing whistleblowing as a means of combating corruption and abuse to the detriment of the public interest.

C. SCOPE OF WORK

Table-top Exercise content consultant will closely communicate and work under supervisor of Project Manager.

During its engagement the consultant will carry out the below activities:

- Propose assignment plan and detailing timetable;
- Research and create content for whistleblowing scenarios on private companies within Kosovo context;
- Draft 10 scenarios on how to react upon whistleblowers cases within private companies;
- Draft and create evaluation forms to be used during the workshop;
- Be fully responsible for the quality of the scenarios content;
- Ensure timely delivery of the outputs to Project Manager.

D. REUIREMENTS

Competences

- High sense of responsibility and interest in the subjects of the project;
- High level of analytical competence;
- High level of research skills and writing skills in clear and concise manner;
- High level of interpersonal competence;
- Fluency in Albanian and English language (written, spoken);
- Advanced computer skills (MS Office - Word, Excel, Power Point)

Qualification and experience

- Academic degree in a relevant field (e.g. Law, Political Science...) - or equivalent proven practical experience in the field;
- Prior experience in whistleblowers practices in Kosovo context;
- Familiar with private sector context in Kosovo and their capacities.

E. APPLICATION PROCEDURE

If you think this position is for you, please feel free to apply by **April 27th, 2020**.

Apply by sending us your CV and a short Letter of Interest (*200 words maximum*) stating your most recent experience in the field - to info@levizjafol.org and write "Consultant for Table-top Exercise position" on the email subject.

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Norwegian Embassy

