

## Call for expert

<b>1. The Organiser</b>	Name	Center for Intercultural Dialogue
	Web page	<a href="http://www.cid.mk">www.cid.mk</a>
<i>Contact person</i>	Name	Andrijana Tashevska
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<b>DEADLINE: 03 April 2022</b>		

### 2. The activity

**Title:** **Production of a rulebook**

### 3. Nature of the Task

Center for Intercultural Dialogue is looking for an expert who will develop an educational rulebook for the EU co-financed project "**Youth Agents of Change**", which aims to contribute to increased inclusiveness and society impact of youth for improving the local governance through civic youth initiatives, activism and volunteering in municipalities. The project is implemented in partnership between Center for intercultural dialogue from Kumanovo, Scout Association of Macedonia from Skopje and Center for research and analysis NOVUS from Strumica. The rulebook has to respect the following guidelines:

- To **define standards** necessary to be implemented by a certain municipality in order to obtain the status of "Municipality – friend of volunteers".
- to explain the concept of volunteering in the municipalities and how essential services can be improved by volunteers;
- to explain how the municipalities can support other sectors on the local level to involve volunteers in their work (private companies, hospitals, day-care centers, education etc.);
- to define evaluation criteria for the municipalities;

The expert is required to:

- Develop an outline for the rulebook, focusing on the needs of the target group related to the project;
- Draft the rulebook in around 60 pages, in accordance with a table of contents agreed beforehand with the project team;
- Participate in online meetings with the project team, if needed;

### 4. Competences and profile required

- Proven in-depth knowledge in the field of youth work, volunteerism, education;
- Experience in drafting publications;
- Experience in drafting similar publications is an asset;
- Professional fluency in English with good editing and writing skills;
- Flexibility to work in the framework of a set deadline;
- Computer literacy.

### 5. Specific Conditions

Working languages English

Honoraria: **2500 EUR**

### 6. How to apply

**Deadline** for reception of applications **Deadline: 03 April 2022**

**Applications to be sent to:** [info@cid.mk](mailto:info@cid.mk)

**Form:**

To apply, please send a CV, a short motivation letter (highlighting the experience that will support this specific task, accompanied with examples of previously developed publications – if any) with the subject "**Application for rulebook creation**"