

Call & Terms of References (ToR) for experts and trainers "Development of Unionism and improve working conditions of workers in the Private Sector in Kosovo"

Contracting authority: Solidar Suisse SEE

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Tender open: 26.03.2024

Application deadline: 08.04.2024

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I. Background

Solidar Suisse Southeast Europe (SEE) is currently preparing its strategy for 2025–2028, with one of its key pillars being the promotion of a decent work agenda, particularly focusing on UNION development activities. As part of this strategy, there is a strong emphasis on supporting the development of unionism, strengthening trade unions, and ensuring better working conditions for workers, especially within the private sector. Solidar Suisse SEE recognizes the importance of unions in ensuring fair labor practices, advocating for workers' rights, and fostering social dialogue. In many regions, including Kosovo, unions face challenges such as limited capacity, lack of resources, and inadequate knowledge of advocacy and strategic planning. Therefore, SEE is seeking experts/companies/NGOs who can contribute their knowledge and experience to support the development of unionism in Kosovo, particularly in the private sector, in line with its strategic objectives.

II. Context and Objective of the Call for Experts/Trainers

Solidar Suisse SEE is seeking to engage experts/companies/NGOs to support the development of unionism in Kosovo, strengthen trade unions and ensure better working conditions with a specific focus on the private sector. The overall goal of this initiative is to enhance the welfare, rights, and working conditions of union workers in Kosovo and foster the growth and sustainability of this sector, by establishing a robust union, expanding its membership, and creating a regional network for collective advocacy and support. More specifically, the experts/companies/NGOs will contribute on:

- a) Provide services related to the strengthening of the Unions
- b) Provide services for the improvement working conditions
- c) Providing in house services for Solidar Suisse SEE on social dialogue and union development

III. Scope of work of the experts/company

- **Provide coaching and mentorship to Solidar Suisse SEE on development of Unionism and improving working conditions of workers in the Private Sector in Kosovo**

The expert/company/NGOs will prepare a comprehensive needs assessment report in collaboration with relevant union actors, with a specific emphasis on the private sector. The assessment should identify key challenges, capacity gaps, and opportunities for union development.

- Provide insight in the steps and logic of a systematic capacity development process
- Suggest acquired tools to analyses organizations as open systems: understanding organizations in relation to their environment focusing on unionism and working conditions
- Analyze and assess the performance of an organization in a systematic way
- Identify and decide on strategies, methodologies, and approaches for organizational capacity, build a stronger and more unified labor movement and unions in Kosovo

Union Development



- **Capacity Building**

Strengthen the capacity of unions through training and resources to better represent their members, negotiate with employers, bargaining and engage in social dialogue.

- **Develop the Union's Strategy and Action Plan for Promoting Social Dialogue and Unionism in Kosovo**

The expert/company/NGO in close cooperation with the active members of the Union will develop a comprehensive Strategy for Promoting Social dialogue and Unionism in Kosovo, aligning with Solidar Suisse SEE's strategy for 2025-2028. Following the Strategy, the expert shall draft the Action Plan aiming to outline the specific steps, activities, and timelines required to achieve the objectives of the project

- **Provide in house services for Solidar Suisse SEE on social dialogue and union development.**

Plan and conduct training sessions and advisory services for Solidar Suisse SEE staff regarding social dialogue, unionism, and other relevant topics to enhance their capacity in supporting union development activities.

IV. Deliverables

- A comprehensive assessment report outlining key challenges, capacity gaps, and opportunities for union development.
- Finalized training modules for potential capacity building program accompanied with capacity building trainings reports.
- Develop the Strategy and Action Plan for Promoting Social Dialogue and Unionism in Kosovo
- Delivery of reports on services provided to Solidar Suisse SEE on social dialogue and union development

V. Timeline: The consultancy is expected to commence as of May 2024.

VI. Qualifications, experience, and skills

- University (Master or more) degree in a relevant field (social sciences, international development, education).
- A minimum of 3-6 years of experience in the field of human rights, international law, practical knowledge relevant to aspiring trade union leaders, policy advocates, or researchers focusing on labor issues and research.
- Reference from previous experience with unions in Kosovo and region (desirable)
- Knowledge of the political, social, and economic context of Kosovo.
- Experience in conducting similar assignments.
- Strong analytical and report-writing skills.

VII. Application process

Interested applicants/companies/NGO's should submit their CVs and two references specifying for which assignment you are applying in the subject of the e-mail.