

TERMS OF REFERENCE

WIEGO - Eastern Europe & Central Asia Project Coordinator Organization & Representation Team

Background:

WIEGO seeks to undertake a six-month pilot project (with the view to extending by a further year) in Eastern Europe and Central Asia, concentrating on at least two sectors of the informal economy: Home-based workers and street vendors.

The overall objectives of the project will be in line with the WIEGO ORP strategic objectives, namely:

- Supporting the expansion and strengthening of membership-based organisations (MBOs) of informal economy workers
- Strengthening regional and international networking of MBOs within, and across sectors
- Increasing linkages with, and support from, the trade union and cooperative movements, the ILO and others

The pilot project is intended to build knowledge about the informal economy and MBOs of informal economy workers in the region, in order to inform WIEGO's strategy for long-term work in Eastern Europe and Central Asia. This will include:

- Collecting and generating general information on the scope of the informal economy by collecting official data and research-based knowledge.
- A basic mapping exercise on informal economy workers' organizations and/or any existing identified groups of informal economy workers in the region, as appropriate, including information on how they operate (common practices, challenges etc.
- Assisting StreetNet and HNI regarding communicating with their affiliates and with potential affiliates in the region

Specific responsibilities

Guided by and working in close collaboration with a project advisory committee comprising representatives of HomeNet International, StreetNet International and WIEGO's Organization and Representation Programme (ORP), specific responsibilities will include:

- 1) Providing an overview of the discussions on the informal economy in the region with a special emphasis on distinguishing between undeclared and informal work.
- 2) Documenting the existence and functioning ("mapping") of home based worker (HBW) and street vendor (SV) organizations as well as any other identified sectors of informal economy in the region, including the affiliates of HomeNet Eastern Europe and Central Asia and StreetNet International, while being mindful of the overlap of the two sectors. The impact of demographics (in

particular, age and gender of members) as well as the impact of labour market policies on the organizations will be reflected.

- 3) Developing a communication line to HBW and SV organizations (for the moment virtually), with a view to organizing a workshop as a platform for exchange and where a WIEGO strategy for the region may be developed
- 4) Developing a WIEGO regional strategy for the HBW and SV sectors and assisting to develop a long-term strategy for both sectors with the view to full and active integration of the MBOs into StreetNet International and HomeNet International.

Skills and experience required

The successful candidate will have the following skills and experiences:

- 1) A thorough knowledge of the informal economy and of membership-based organizations (MBOs) of workers in the informal economy.
- 2) Knowledge of the labour movement and its existing structures at national, regional and international level
- 3) Knowledge about labour market policies and its impact on workers in the informal economy.
- 4) Experience in working in a culturally diverse team
- 5) Experience in strategic project implementation, administration, and documentation
- 6) Competence in spoken and written English and Russian. Additional basic language skills in one other language spoken in Eastern/South-Eastern Europe, in particular Serbo-Croatian, will be an advantage
- 7) A good general knowledge of the region

The consultant may be an individual, a consortium of individuals or a partner organization. It will be preferred if the consultant is from the region and is based in Eastern Europe. This is not a requirement, however.

The initial contract will be for 80 days until 31 March 2022 and the pay rate will be negotiated with the successful contract, in accordance with WIEGO's Remuneration Policy. Other legitimate expenses agreed in advance will be paid against the submission of receipts for the relevant expenses in accordance with WIEGO policies.

Reporting

The consultant will be paid on the basis of monthly reports and invoices submitted to Karin Pape, WIEGO ORP Deputy Director, and will meet on a regular basis with the pilot project team.