

CALL FOR THE SELECTION OF AN INTERNATIONAL EXPERT FOR THE PROVISION OF SERVICES IN THE FIELD OF DEVELOPMENT OF A TRAINING PROGRAMME FOR MEDICAL AND NON-MEDICAL STAFF AND A TRAINING MODULE ON THE PREVENTION OF THE BURN OUT SYNDROME

The General Directorate “Execution of Sentences” (GDES) under the Ministry of Justice is implementing the project “Enhancing the capacity of the staff, building a pilot prison facility connected to a training center and improving the rehabilitation of prisoners” under the Justice Programme, Programme area 19 Correctional Services and Pre-trial Detention of the Norwegian Financial Mechanism 2014 – 2021.

The overall objective of the project is to improve correctional services.

The specific objectives of the project are:

- Improving the correctional system by building a “pilot prison” and a modern training center for instruction and preparation of the staff of GD “Execution of Sentences”.
- Upgrading and modernizing the concept of staff training and building a knowledge-based organization. It is planned to increase the capacity of the staff of General Directorate “Execution of Sentences” through training focused on ethics, values and dynamic security, including working with vulnerable groups (Roma, juvenile offenders addicted to drugs).
- Improving the rehabilitation of prisoners and enhancing their social competences to reduce reoffending, with a focus on vulnerable groups.
- Enhancing synergy and cooperation with stakeholders and civil society to improve the follow-up care of prisoners after their release.

Main outputs of activity 2.4.3:

- Training programme for medical and non-medical staff in accordance with the Strategy for Provision of Healthcare in Prisons in Bulgaria, developed under the Council of Europe project “Support for the implementation of the European Court of Human Rights judgments and the European Committee for the Prevention of Torture and Inhuman or

Degrading Treatment or Punishment standards and recommendations in Bulgaria (Prison Reform)".

- Training module on the prevention of the BURN OUT syndrome.

The aim of the activity is to enable the staff of the General Directorate "Execution of Sentences" to acquire appropriate knowledge and competences on healthcare in penitentiary institutions in line with the healthcare policy of the civil society sector as well as with the international standards for healthcare of prisoners. To equip the medical and non-medical staff of the General Directorate "Execution of Sentences" with skills through the training module on the prevention and handling of the BURN OUT syndrome. It is envisaged that the programme developed jointly by the external expert, international experts and a GDES expert will become part of the initial staff training programme

The General Directorate "Execution of Sentences" launches a procedure for the selection of an international expert who should meet the criteria listed below and assist in the implementation of the project by providing expertise on the following activity:

Activity 2.4.3 Development of a training programme for medical and non-medical staff and a training module on the prevention of the BURN OUT syndrome

Provision of expertise in the field of: development of a training module on the prevention of the BURN OUT syndrome.

The list of expected results of the participation of the external expert in the activity is as follows:

- Advise and provide expertise on issues related to the content of the training module on the prevention of the BURN OUT syndrome.
- Develop the training module on the prevention of the BURN OUT syndrome jointly with the external expert on the activity.
- Participate in working meetings with representatives of General Directorate "Execution of Sentences" and the external expert.
- Prepare opinions and recommendations concerning the training of the GDES staff in the context of the BURN OUT syndrome prevention.
- Participate in the delivery of a training module on the prevention of the BURN OUT syndrome in the

	<p><i>professional activities of GDES staff.</i></p> <p><i>Developed training module on the prevention of the BURN OUT syndrome.</i></p> <p><i>Conducted training of 40 GDES staff on the prevention of the BURN OUT syndrome in professional activities.</i></p> <p><i>During the performance of the activity, the international expert will work together with an external expert and an expert from DG “Execution of Sentences”.</i></p>
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The vacant position under the activity is as follows:

<p><i>Activity 2.4.3 Development of a training programme for medical and non-medical staff and a training module on the prevention of the BURN OUT syndrome.</i></p>	<p>One international expert</p>
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The applicant may submit documents for participation in the implementation of the activity indicating explicitly the reference activity in the application form for participation.

Requirements to the applicants:

- Higher education with Master’s Degree and major in psychology / pedagogy / public administration / law / other social sciences or a major relevant to the provision of the service;
- At least 3 years of specific experience in the field of institutional development of the administrative capacity of national and/or international organizations in the area of social activities and healthcare, development of tools and research on management approaches to problem solving in the field of healthcare, leadership and team management, stress management, communication and communication skills, training in the field of employment and organizational development, design of training programs and provision of consultations on health related issues, including acting as a manager in national and/or international organizations responsible for activities involving team building, minimizing team conflicts and prevention of the burn out syndrom.

- Knowledge of the European standards and guidelines relative to the recruitment, selection, qualification, training and professional development of staff in the social sector and in healthcare;
- Experience as an expert on projects with similar subject matter funded by the Norwegian Financial Mechanism and/or the European Commission, including projects implemented by the Council of Europe, the United Nations, WHO and the International Federation of Red Cross and Red Crescent Societies **shall be an advantage**;
- Fluency in English and/or a language used in the European Union **shall be an advantage**.

The following shall be ineligible:

- applicants convicted for a deliberate criminal offence of a general nature;
- applicants, who are in a situation of conflict of interest;
- applicants, who have not submitted the complete application package.

Method of conducting the selection procedure: pre-selection on the basis of documents and interview with the eligible applicants.

The applicants for participation in the competition are required to submit the following documents:

- Online Application Form (following a template);
- Curriculum vitae – European format
<https://europass.cedefop.europa.eu/bg>;
- At least two examples of services performed on similar activities (publications/reports/analyses/studies/guides/methodologies/strategies, etc. in the field sought);

The documents should be submitted **online** within five (business) days from the date of publication of the competition notice to the following e-mail address:

irena.genova@gdin.bg.

Deadline for submitting documents: 19 December 2023.

The General Directorate “Execution of Sentences” will conclude a contract with the approved applicant for the duration of implementation of the activities.

The call notice will be published on the GDES website:
<https://www.justice.government.bg/home/index/ed67d064-e8d4-47f9-87d8-5c34aaf23d89>

Information will be provided until **19 December 2023** upon calling the contact telephone number: +359 2 8139 274 or at the e-mail address:
Irena.Genova@gdin.bg



APPLICATION FORM

CALL FOR THE SELECTION OF AN INTERNATIONAL EXPERT FOR THE PROVISION OF SERVICES IN THE FIELD OF DEVELOPMENT OF A TRAINING PROGRAMME FOR MEDICAL AND NON-MEDICAL STAFF AND A TRAINING MODULE ON THE PREVENTION OF THE BURN OUT SYNDROME

Project “Enhancing the capacity of the staff, building a pilot prison facility connected to a training center and improving the rehabilitation of prisoners” under the Norwegian Financial Mechanism 2014-2021

Full name of the applicant

Current address:
(city/town/village postal code; street, No.)

Contact telephone:

Contact e-mail address:

Activity 2.4.3 Development of a training programme for medical and non-medical staff and a training module on the prevention of the BURN OUT syndrome.

Date:

Signature

CONFLICT OF INTEREST DECLARATION FORM

I, the undersigned:
(full name of the representative of the beneficiary organisation)

Personal identification number (EGN):.....

permanent address:
(city/town/village postal code; street, No.)

Nationality:

ID card No....., issued on:.....by

DECLARE:

1. I am aware of the definition of conflict of interest according to the Regulation on the implementation of the Norwegian Financial Mechanism 2014-2021, namely: A conflict of interest is present when there are direct or indirect interests that are or appear to be incompatible with the impartial and/or objective exercise of the functions related to the selection process. Such interests may be related to economic interests, political or national affinities, family or emotional ties, other shared interests with the applicant or its partner, or any other interests liable to influence the impartial and objective performance of the person involved in the selection of projects.

2. I am not in a situation of conflict of interest within the meaning of the Regulation on the implementation of the Norwegian Financial Mechanism 2014-2021.

3. During my work on the project “Enhancing the capacity of the staff, building a pilot prison facility connected to a training center and improving the rehabilitation of prisoners”¹ under the Justice Programme of the Norwegian Financial Mechanism 2014-2021 I will take all necessary measures to avoid any conflict of interest and I will promptly notify the Programme Operator of any circumstance that causes or may cause such a conflict.

In the event of a change in the declared circumstances, I undertake to notify the General Directorate “Execution of Sentences” in writing within five days of the change.

Date:

Declarant

(name, surname)