**Republika e Kosovës**
**Republika Kosova-Republic of Kosovo**
***Qeveria-Vlada-Government***
*Ministria e Arsimit dhe Shkencës/*
*Ministarstvo Obrazovanja i Nauke/Ministry of Education and Science*

# TERMS OF REFERENCE FOR THE RECRUITMENT OF HEALTH SPECIALIST FOR THE EARLY CHILDHOOD EDUCATION AND CARE FOR KOSOVO'S HUMAN CAPITAL PROJECT

**PROJECT ID:** P179656
**Date: 06/10/2026**

*Procurement number: XK-MES-565266-CS-INDV-HS*

## BACKGROUND

The "Early Childhood Education and Care for Kosovo's Human Capital" Project has been designed to advance key national priorities in the areas of early childhood education and care (ECEC), social inclusion, gender equality, and climate-responsive sustainable development.

Specifically, it strengthens Kosovo's efforts to expand equitable access to quality ECEC services, empower women and marginalized groups, strengthen institutional frameworks, and support development aligned with climate priorities, in accordance with the strategic priorities of the Kosovo Government and the World Bank.

The Project is structured around four mutually reinforcing components that address both supply-side and system-level constraints in the ECEC sector.

**Component 1:** Improving the Quality of ECEC Services focuses on strengthening service standards, advancing the ECEC workforce, improving pedagogical practices, and strengthening quality assurance and monitoring systems.

**Component 2:** Promoting Multi-Sectoral Integration in ECEC Service Delivery addresses the fragmentation of early childhood development services across the education, health, social protection, and child protection sectors.

**Component 3:** Increasing Equitable Access to ECEC Services aims to expand the availability of ECEC services, particularly in underserved municipalities and for vulnerable populations, through investments in infrastructure, service expansion, and targeted access measures.

**Component 4:** Project Management, Monitoring and Evaluation supports effective implementation, coordination, and monitoring of results.

The dedicated Project Implementation Unit (PIU) within the Ministry of Education and Science (MoES) is responsible for the day-to-day management of the Project, fiduciary functions, procurement, monitoring and evaluation, as well as coordination of technical assistance under the Project components.

With the aim of achieving national objectives in Early Childhood Education and Care, the Ministry of Education and Science, as the lead and implementing institution, intends to engage a Health Specialist.

**RESPONSIBILITIES OF THE HEALTH SPECIALIST**

Health Specialist will be responsible for coordination of Component 2 of the project. S/he Health Specialist will work closely with the Ministry of Health, Ministry of Education and Sciences, and the Project Implementation Unit (PIU) and will report directly to the head of PIU.

The key functions of the Health Specialist will include:

- Coordinating Component 2 activities among relevant government institutions and local stakeholders. Support coordination of consultant inputs and activities under Component 2;
- Providing technical expertise for Component 2 of the project and other project activities related to the health sector with a particular focus on Earlz Childhood Intervention,
- Coordinating with relevant health institutions and other stakeholders to ensure the effective integration of health services across all project components;
- Contributing to the preparation of technical specifications for medical equipment and goods to be procured under the project that are related to the health sector;
- Assisting in the assessment of capacity-building needs and in the organization of training activities for relevant healthcare personnel;
- Supporting the implementation of Early Childhood Intervention (ECI) activities;
- Maintain regular communication with municipalities, health facilities, social service providers, ECEC centers, civil society organizations, and community representatives;
- Facilitate consultations with parents, caregivers, healthcare workers, municipal representatives, and community groups;
- Support awareness-raising activities promoting utilization of ECEC health services;
- Provide logistical and organizational support for missions, workshops, and stakeholder events;

- Ensuring compliance with World Bank requirements, national legislation, and relevant policies in the health sector;
- Track implementation progress of Component 2 activities;
- Providing support to the Project Implementation Unit (PIU) in the preparation of technical and progress reports;
- Collecting and analyzing health-related data for reporting and decision-making purposes

## QUALIFICATIONS

### General Qualifications

The Health Specialist shall possess the following general qualifications:

- University degree in the field of Medicine, Public Health, Health Management, Public Administration, or another relevant healthcare field. A postgraduate qualification in respective fields will be considered an advantage;
- Minimum of six years of professional work experience., including relevant experience in health care programmes with and/with institutions in the health field.
- Proven experience in planning, implementation, coordination, or management of activities. Previous experience in World Bank- or other international donor-funded projects will be considered an asset;
- Familiarity with maternal, newborn, child health, early childhood development, or Early Childhood Intervention (ECI) programmes will be considered a strong advantage;
- Excellent command of Albanian and English, both written and spoken. Knowledge of Serbian will be considered an advantage.

## ENGAGEMENT PERIOD

Health Specialist will be engaged on a full-time basis. The contract is expected to start in November 2026 and continue until June 2029. The duration of the contract will depend on satisfactory performance, as assessed during an official annual review. The first six months will be considered a probationary period.

The consultant's remuneration will be based on a monthly fee specified in the contract. The specialist is expected to commence duties after signing the contract.

## APPLICATION PROCEDURE

All interested applicants must submit the following documents:

- Curriculum Vitae (CV) and supporting evidence such as employment certificates, contracts, reference letters, or other relevant documents confirming the duration, position, and nature of the experience
- Letter of interest
- Copies of relevant certificates and diplomas
- Contact details for two professional references.

The complete application file must be submitted no later than **21/10/2026 at 16:00**, to the following address: ekfh.prokurimi@rks-gov.net

The successful candidate will be required to provide a criminal record certificate prior to the final confirmation of employment. This position is subject to satisfactory background verification.

The applicant is responsible for the accuracy of all information and documents submitted. If, at any stage of the process, it is found that the information provided is inaccurate, incomplete, or false, the applicant will be eliminated from the selection process.

**SELECTION PROCESS**

Experienced and qualified individuals will be selected in accordance with the provisions of the World Bank's Procurement Regulations for IPF Borrowers, July 2016, based on an open call for applications on the selection method for **Individual Consultant – Open National.**