



Finansira  
Evropska unija

Podrška Evropske unije u promociji ravnopravnosti spolova i  
suzbijanju diskriminacije u Bosni i Hercegovini



## **EU4 INCLUSION - IMPROVEMENT OF MONITORING AND REPORTING CAPACITIES ON VULNERABLE GROUPS' NEEDS IN BOSNIA AND HERZEGOVINA**

Contract no: CN 2024/455-348\_EU4INCLUSION

### **TERMS OF REFERENCE**

#### **JUNIOR NON-KEY EXPERT FOR CONCEPT DEVELOPMENT AND IMPLEMENTATION – HUMAN RIGHTS DAY 2025 CONFERENCE**

##### **1. BENEFICIARY COUNTRY**

Bosnia and Herzegovina

##### **1.1 Contracting authority**

European Union

##### **1.2 Relevant Project Background**

###### **1.2.1 Overall Objective**

The overall objective of the Project is to contribute to improving socio-economic situation and living conditions in Bosnia and Herzegovina.

###### **1.2.2 Project Purpose**

In the context of Bosnia and Herzegovina's EU stabilisation and association process as regards economic criteria, Bosnia and Herzegovina is at an early stage of establishing a functioning market economy integration. As the country continues to advance along the path of EU integration, there is a growing expectation for it to align its policies, legislation, and practices with the standards and values upheld by the EU. This encompasses the imperative of addressing socio-economic disparities and elevating living standards to meet the established EU norms and benchmarks.

The efforts under the overall objective in relation to specific objectives will prioritize principles of non-discrimination, gender equality, and social inclusion. By embedding these principles into policy frameworks and development initiatives, Bosnia and Herzegovina can create a more equitable and just society, where every individual has the opportunity to thrive and contribute to the country's progress. Ultimately, the objective of contributing to the enhancement of the socio-economic landscape and living conditions in Bosnia and Herzegovina is indispensable to its EU integration journey, representing a commitment to shared values and a prosperous future within the European community

The project aims to achieve two specific objectives:

**Specific objective 1.** To provide support in development of system for monitoring and reporting on the needs and access to social inclusion services of vulnerable categories (persons with disabilities, Roma, rural women, etc.) to the Ministry of Human Rights and Refugees (MHRR) and other responsible institutions.

**Specific objective 2.** To strengthen capacities of Ministry of Human Rights and Refugees (MHRR), Gender Equality Agency (GEA), Ombudsman BiH and other relevant institutions in improving the protection of vulnerable categories and promotion of human rights.

The action will target effective implementation of the BiH Anti-Discrimination Law and the BiH Gender Equality Law.

The EU for Inclusion in BiH project supports national and local institutions in strengthening their capacities to promote equality, inclusion, and human rights in Bosnia and Herzegovina. As part of its activities, the project will support the Ministry for Human Rights and Refugees of Bosnia and Herzegovina in organizing the Human Rights Day Conference 2025.

The 2025 edition of Human Rights Day is dedicated to the theme “Artificial Intelligence and Human Rights.” The rapid expansion of AI technologies offers opportunities for improving healthcare, education, and governance, but it also raises serious concerns related to the protection of privacy, freedom, equality, and non-discrimination.

At the EU level, the recently adopted EU Artificial Intelligence Act sets a human-centric framework for the development and use of AI systems, while international organizations such as the Council of Europe are finalizing the first legally binding instrument on AI and human rights. The BiH conference aims to situate national discussions within these global and European developments, promoting inclusive dialogue and policy reflection.

#### Activity 2.5: 2.6 Mark the International Day of Human Rights through media campaign and organisation of round table

**Objective:** Organisation of a round table to mark the International Day of Human Rights

STAFF	REALISATON PERIOD
<ul style="list-style-type: none"><li>• Junior Non-Key Expert (20 wo/man days)</li></ul>	Month 17 – Month 20
SUBACTIVITIES	RESULTS
<ul style="list-style-type: none"><li>• Develop the conceptual framework and thematic agenda of the conference, including objectives, key questions, and expected outcomes.</li><li>• Support identification and engagement of speakers and panelists, ensuring thematic balance and gender diversity.</li></ul>	<ul style="list-style-type: none"><li>• Developing a clear and substantive <b>concept and program</b> for the Human Rights Day Conference 2025;</li><li>• Ensuring the <b>quality, relevance, and coherence</b> of all thematic panels and discussions;</li></ul>

<ul style="list-style-type: none"> <li>• Prepare detailed guidance for moderators and speakers, including discussion prompts and coordination notes.</li> <li>• Contribute to communication and visibility materials, ensuring coherence with the conference's theme and EU communication standards.</li> <li>• Provide expert support during the conference, which may include moderation, facilitation of discussions, or session summaries.</li> <li>• Draft a short post-conference policy brief summarizing main findings and recommendations on AI and human rights in Bosnia and Herzegovina.</li> </ul>	<ul style="list-style-type: none"> <li>• Facilitating expert dialogue between institutions, academia, media, and civil society on the implications of AI for human rights;</li> </ul>
<b>OUTPUTS</b>	<b>INDICATORS</b>
<ul style="list-style-type: none"> <li>• Finalized conference concept and agenda</li> <li>• confirmed list of speakers and panelists.</li> <li>• Prepared materials for moderators and participants.</li> <li>• Policy brief summarizing key findings and recommendations following the conference.</li> </ul>	<ul style="list-style-type: none"> <li>• Conference concept note and agenda developed and approved by the Ministry and project team.</li> <li>• List of speakers and panelists finalized, ensuring thematic and gender balance.</li> <li>• Moderator and speaker guidance materials prepared and shared before the event.</li> <li>• Conference successfully implemented with active expert participation.</li> <li>• Policy brief (up to 4 pages) summarizing key messages and recommendations delivered after the event.</li> </ul>

## II. Description of the Assignment

The expert will:

- Develop the conceptual framework and thematic agenda of the conference, including objectives, key questions, and expected outcomes.
- Support identification and engagement of speakers and panelists, ensuring thematic balance and gender diversity.
- Prepare detailed guidance for moderators and speakers, including discussion prompts and coordination notes.

- Contribute to communication and visibility materials, ensuring coherence with the conference's theme and EU communication standards.
- Provide expert support during the conference, which may include moderation, facilitation of discussions, or session summaries.
- Draft a short post-conference policy brief summarizing main findings and recommendations on AI and human rights in Bosnia and Herzegovina.

#### **IV. Qualification and skills of JNKE:**

##### **Minimum general professional experience and competencies**

- Advanced university degree and relevant professional experience of 5 years in addition to 3 years of general professional experience in the area of human rights

##### **Specific professional experience in relation to the specific assignment**

1. Proven experience in developing conferences on human rights with a regional participation
2. Experience in working on and developing research on human rights and AI
3. Excellent understanding of international human rights standards.
4. Strong facilitation and communication skills, especially with diverse civil society actors.
5. Ability to produce clear and accessible documents and reports.