



TERMS OF REFERENCE

Cross-border Programme the Former Yugoslav Republic of Macedonia-Albania under the Instrument of Pre-accession Assistance (IPA II) Allocations for 2014 & 2020

Senior Innovation Hub Officer Korçë

1. BACKGROUND INFORMATION

1.1 Beneficiary Country: Albania and the Former Yugoslav Republic of Macedonia (F.Y.R.O.M)

1.2 Contractor: European Union Delegation in Skopje

1.3 Current state of affairs in the sector:

Albania and Macedonia are neighbouring countries, but the level of trade between them is the lowest. The Cross-Border Start-Ups and SMEs, apart from underdeveloped physical infrastructure, are characterized with high level of immigration and the existing businesses are on the lower scale of technological development and competitiveness. Whereas the educational institutions provide formal education, including curricula that support self-employment, genuine innovation-led programmes are absent, leaving many young people with no option but to look forward to working for someone else of outside the country. Also business often attribute the lack of quality of human resources to inappropriate or old-fashioned curricula at educational institutions. Besides the old mentioned infrastructure limiting communication in cross border area, there is a need to increase the link between education and business entities which will be enabled through this project. The business will benefit from utilizing the services of the innovation hub, either to cooperate with innovative Start-Ups funded through hub or directly access information that will bring about greater growth in target area. Whereas the higher education institutions will serve as a key driver for technological development of enterprises in every country, share weak knowledges at all sectors. "Entrepreneurial universities" may provide flexible educational curricula focusing mainly on technology utilization.

The project "**Innovation Eco-System in the CBC area (CBC INNOV8)**" is funded by the CBC Albania-FYROM IPA Programme 2014-2020. It is going to be implemented in the targeted area (Ohrid, Macedonia and Korçë, Albania) from January 1st 2018 up to April 30th 2020.

The main purpose mainly consist in improving and helping to establish the existing educational and business context, a CBC innovation eco system for SMEs and Start-Ups by:

1. Strengthening capacities of key stakeholders in advancing competitiveness and know in the CBC areas. These will be achieved through physical and virtual infrastructure introduction by notable educational institutions, research centres, and business sectors.
2. Enhancing cross-sector cooperation between SMEs and Start-Ups by focusing on complementary and utilizing the present and future to business opportunities for joint ventures, as well as bottlenecks among Start-Ups and SMEs.
3. Mainstreaming the established innovation eco system from national CBC areas.



The main applicant of this project is

- ✚ EuroPartners Development from Albania –EPD, followed by:
- ✚ Fund for Innovation and Technological Development from Macedonia – FITD as the first co-applicant;
- ✚ Agency for Research, Technology and Innovation from Albania – ARTI as the second co-applicant;
- ✚ National Centre for Development of Innovation and Entrepreneurial Learning from Macedonia – NCDIEL as the third co-applicant.

The project activities will be based on the following main pillars:

- Research on innovation potential and application of national innovation strategies
- Establishment of cross-border innovation platform
- Capacity building for CBC innovation stakeholders
- Sub-granting for CBC and joint ventures SMEs
- Promotion of new CBC innovation eco-system between AL-F.Y.R.O.M

2. DESCRIPTION OF THE ASSIGNMENT

2.1 Beneficiary

Local residents in the target area of Ohrid, Macedonia and Korçë, Albania.

2.2 Requested services

- Make innovation hub as potential for market research
- Prepare an activity plan for innovation hub
- Represents Innovation Hub in academic and business entities or community, and other public events
- Provide support to the sub-granting scheme by promoting their ideas and the entire granting process.
- Help start -ups with business basics
- Develop with students networking activities
- Provide marketing assistance to SME/ start-ups
- Market research when is required
- Ensure the innovation hub has always fast and reliable internet access
- Develop collaboration with PR expert.
- Proposes and oversees the schedule of innovation hub
- Prepare reports and submit to Board Members
- Provide information on potential financing
- Consider their weaknesses and challenges
- Make awareness on the Intellectual Property
- Market the new idea and urge their development
- Develop presentation and managerial skills to run a business.
- Proposes and participate in similar campaign focusing on further innovation hub activity
- Create business plans by proposing to Board Members, and takes care of budget policies, even annual expenditures



3. Senior Innovation Officer Korçë Profile

Qualifications and skills:

- University degree. Preferably in Business Administration
- Good knowledges of foreign languages (English preferred)

General professional experience:

- At least three years of work experience

Specific professional experience:

- Previous experience in management

4. LOGISTICS AND TIMING

4.1 Starting and finishing dates:

The assignment will start in, January 1st, 2019 and will last until, April 30th, 2020.

4.2 Duration of the Assignment

Indicatively 16 months

4.3 Location of assignment:

The assignment will be carried out in Tirana

4.4 Deadline for submitting the CVs :

November 30th, 2018

Applicants are required to submit documents from **November 12th, 2018** to **November 30th, 2018**, until 18:00 electronically or hand in at the following address:



EuroPartners Development

"Ismail Qemali" Street, P. 18, 5th Floor, Ap. 25/A,

Tirana, Albania

Phone: 00 355 42234482

Fax: 00 355 44302565

Email: epd1@europartners.al

www.europartners.al



5. REPORTING

5.1 Reporting delivery

The reporting will be based on the contract requirements agreed with the EUD in Skopje.
All reports should be submitted in English.

5.2 Submission and approval of reports

Final approval is contingent upon acceptance of the services delivered by the beneficiary, EuroPartners Development.