

Terms of Reference – Consulting Assignment

Title:	Support to development of roadmap for the future organisation and institutionalisation of bridging courses, competency based training and technical upskilling for TEVET instructors
Domain:	Technical and Vocational Education and Training
Consulting Level Grade:	Senior
Organizational Unit:	UNESCO Regional Office for Southern Africa
Location:	Lilongwe, Malawi
Type of contract:	Consultancy
Duration of the contract	25 working days (tentative)
Deadline (<i>midnight, Paris time</i>):	08/02/2020
Application to be sent to:	i.pondani@unesco.org

A. Background

UNESCO is implementing the European Union funded project Skills and Technical Education Programme (STEP) in Malawi. In this context, UNESCO and the European Union are partnering in supporting the expansion and improvement of equitable and gender-balanced TVET in Malawi.

STEP's overall objective: To empower the TEVET sector and its capacity to satisfy the economy's need for professionals through improvement of equitable and gender-balanced TEVET.

Specific objective 1: Promote equitable and gender-balanced access to TEVET.

Specific objective 2: Improve the quality and relevance of TEVET

Specific objective 3: Strengthen the governance and management of TEVET regulatory bodies and training institutions

The project's time frame is four years (April, 2016 – March, 2020) and the overall budget of the UNESCO portion of the project is 9 million euros. The project is targeting TVET programmes for the construction sector of the economy and also is tasked with promoting inclusion of disadvantaged groups through skills development. The construction trades targeted are brick-laying, carpentry, electrical installation (house wiring), plumbing, and painting. In certain locations, there will also be facilities for other occupations including welding and sewing/tailoring.

The STEP programme has conducted a number of activities targeting upskilling and capacity building of TEVET instructors and enhancement of institutions to deliver capacity building and upskilling. This includes:

- CBE training of 120 newly recruited and already employed trainers, supervisors and assessors including training of 10 Master trainers and CBE assessors. Domasi College of Education has been contracted to undertake the supervision and assessment exercise.

- Bridging courses for Math, Science and Technical Drawing for TEVET instructors. Malawi Polytechnic has been assigned to develop and deliver the training.
- TEVET instructor gender inclusive pedagogical training, including training of master trainers
- Training in codes of conduct
- Training in course development
- DACUM facilitator training
- Training of entrepreneurship trainers in entrepreneurship and delivery of the enhanced curriculum.

STEP has worked closely with Malawi Polytechnic and Domasi College of Education in the preparation and planning of the bridging courses and the CBE supervision and assessment respectively.

To ensure the embedding of the upskilling of TEVET instructors in the TEVET system, UNESCO is seeking an individual consultant to support the development of a roadmap and framework for embedding the above mentioned training initiatives in the TEVET system.

Objectives

The objectives of the assignment are:

1. To analyse the short-term impact of STEP supported training
2. Develop a roadmap and recommended framework for embedding STEP initiated training and upskilling initiatives in the TEVET system.

Activities

Objective 1.

- Design and plan an analysis of the short term impact of TEVET instructor entrepreneurship, CBE training, technical upskilling and bridging course training focusing on changes in TEVET trainers' competency level, performance as well as quality and relevance of training delivery.
- Carry out the short-term impact analysis (use of quantitative and qualitative data required, and including TEVET instructors, TEVET college management and students in the assessment).

Objective 2.

- Summarise and add value to previous review of existing technical teacher training programmes, and analysis of institutional setting required to meeting the needs for combined academic and practical qualifications of TEVET teachers and instructors.
- Plan and implement a stakeholder conference on how best to ensure embedding of STEP supported training and capacity building of TEVET instructors in the TEVET system. (1 day up to 75 participants).
- Support the development of a roadmap for embedding the STEP supported training and capacity building in the TEVET system.
- Provide recommendations for the future potential institutional framework for embedding the STEP supported training and capacity building in the TEVET system.

B. Required qualifications

EDUCATION

Consultant must have at least a first degree in education, sociology, management and administration or other relevant subject area.

WORK EXPERIENCE

The consultant should have at least 3 years' experience within TEVET Training, management, TEVET instructor development. He/she should besides have at 2 years' experience planning and implementation of qualitative and quantitative analysis, preferably within the TEVET sector. It is preferable that the consultant has experience from at least two relevant analysis projects, and from one project targeting development of institutional framework for TEVET instructor training at national level. It is desirable that the consultant has work experience within Malawi or Southern Africa.

WORK EXPERIENCE

SKILLS/COMPETENCIES

- Knowledge of the UNESCO's mandate and its programme of activities.
- Sound understanding of systematic training course development.
- Understanding gender issues.
- Must display a high standard of ethical conduct and exhibit honesty and integrity.
- Gender-sensitive behaviour and attitudes are required.
- Sound judgement and analytical skills.
- Excellent skills in training course facilitation.
- Ability to work under pressure and to meet strict deadlines.
- Strong communication skills.

LANGUAGES

- Excellent knowledge of English.

DESIRABLE QUALIFICATIONS AND EXPERIENCE

- Higher qualification in a related field would be an advantage.

DESIRABLE QUALIFICATIONS AND EXPERIENCE

- It is desirable that the consultant has:
 - experience with development of similar assignments in the SADC region
 - work experience from Malawi or Southern Africa

RENUMERATION

This assignment will be at the level of senior consultant and payment negotiable depending on relevant experience.

HOW TO APPLY

To apply, please send a **cover letter, a short proposal (8 pages), copy of two relevant reports with reference person information and CV** in English by email to i.pondani@unesco.org by 8th February.

For more information, contact Arthur E. Shears at ae.shears@hotmail.com

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