UNESCO Core Values: Commitment to the Organization, Integrity, Respect for Diversity, Professionalism

Terms of Reference

Background

Overview of the functions of the consultancy

The Better Education for Africa’s Rise II project (BEAR II) is a joint initiative of UNESCO and the Republic of Korea (RoK) in five countries of Eastern Africa – Ethiopia, Kenya, Madagascar, the United Republic of Tanzania and Uganda – to improve the relevance, quality and perception of their Technical and Vocational Education and Training (TVET) systems.

The project builds on national reforms and strategies as well as on UNESCO’s existing work in the region, namely the Mahe Process to strengthen TVET in Eastern Africa, which includes recommendations to develop quality assurance mechanisms; enhance the quality of TVET teacher training; strengthen the teaching of entrepreneurship, basic and generic skills in TVET; facilitate the transition to self-employment; and develop and strengthen partnerships with the private sector. The project is also aligned with the 2030 Education Agenda and the UNESCO Strategy for TVET 2016-21.

In order to achieve these objectives, a broad range of activities will be conducted under the framework of the project, corresponding to the following three expected result areas:

I. Increasing the relevance of TVET to the needs of the economy by developing training curricula to respond to market demand of skills;
II. Enhancing the quality of TVET delivered to trainees by building capacities of TVET trainers and institutions; and
III. Improving the perception of TVET among young people, enterprises and society, therefore making it a more appealing education and training option.

In Kenya, the BEAR II intervention will focus on enhancing the TVET system capacity to ensure the employability of graduates from TVET programmes in the Environmental Technology sector. Technical Vocational Education and Training (TVET) provision in Kenya falls under the Ministry of Education.

Referring to the area 1, the main inputs for sustainability in TVET supplies must be emanated from the labour market analysis globally in the Environmental Technology sector. To assess the situation of the labour market in the targeting sectors, a consultancy is mobilized to support the country and develop capacities on skills anticipation.
Scope of the Assignment

Under the overall supervision of the Director of the UNESCO Regional office for Eastern Africa and the direct supervision of the Chief of Education and the BEAR II project Coordinator and with support of relevant officers in the Ministry of Education (Directorate of technical education and Technical committee), the incumbent will undertake the following tasks:

1. Undertake a market study, including a gap analysis, meta-analysis, and bottleneck analysis of the Environmental Technology sector through:
   a. Labour market skills demand\(^1\) and supply analysis focusing on Environmental technology sector, highlighting the existing labour market information and identify gaps in the skills supply and labour market demands including gender representation.
   b. Map out labour market institutions and legislation as well as public employment policies, existing tools and methodologies (quantitative and qualitative) used by stakeholders, ministry of education, TVET line ministries and industry in Kenya:
      i. To propose a sustainable model and tools of labour market analysis and anticipation involving the national stakeholders according to their relevant institutional position and,
      ii. To identify of skills needs, occupational standards and curricula development.
   c. Analyse the current use of the identified labour market information and skills needs assessment tools and propose how the existing tools can be used to inform policy making for enhancing TVET, by focussing on establishing an inter-sectoral mechanism on the use of LMI for TVET (especially in the Environmental technology sector).
   d. Identify the TVET policy areas, which the above information on the skills affects, and analyse how the identified policy areas can better utilize the labour market information with an accompanying policy brief on the same.

2. Capacity building of relevant national institutions.
   a. Development of an action-oriented guideline/s for the use of labour market intelligence, and tools for skills needs assessment to help build capacities of relevant key public and private stakeholders
   b. Develop the capacity building of national institutions and stakeholders on the developed model of Labor Market Analysis and skills anticipation and their link with the curriculum and the TVET Value chain.

Deliverables

Task 1:

a. An inception report:
   • Detailing the methodology, sampling framework, detailed draft table of contents
   • An inventory of existing available labour market information and skills needs assessment tools in Kenya; with particular focus on Environmental Technology sector. This inventory should include the name of the information/tool, the responsible organizations and their contact details, its contents, scope and coverage, and data collection and analytical methods used for each item. – **10 days after signing of contract**

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\(^1\) Assessing demographic trends, the employment situation, unemployment and job trends in the targeted sectors. Mapping the stakeholders (particularly Private sector) and use adequate tools to produce relevant information.
b. A **draft analysis report** with key conclusions and recommendations on the existing labour market information and skills needs assessment tools, with a specific focus on the Environmental Technology sector including:

- the aims and objectives of the tools and mechanisms;
- the inputs required and outputs (type of information, Labour market analysis’ indicators) provided;
- the institutional, statistical infrastructure
- resource available and constraints
- existing gaps in terms of tools, inputs, use of the outputs, level of involvement of relevant national stakeholders in design and use of the tools and mechanisms, coordination among stakeholders
- evidence of the use of the results by decision makers and other key stakeholders in developing TVET strategies and programmes

c. A **preliminary analysis** of gaps, bottlenecks identified in the skills supply and labour market demands from existing labour market information, with a focus on the Environmental Technology sector. **B&C 20 days**

d. A **consolidated final report** on the findings of the existing available labour market information and skills needs assessment tools with particular focus on Environmental technology sector. The analysis should provide key conclusions and recommendations related to the following aspects:

- The usefulness of existing tools/sources of labour market information
- Recommendations on how the existing tools/sources of labour market information can be used to facilitate strengthening of TVET systems, by focussing on establishing an inter-sectoral mechanism on the use of LMI for TVET provisioning/programmes
- Recommendations regarding the capacity building needs of key public and private stakeholders given the identified gaps in current capacity and desired capacity

e. A **finalized analysis report** of gaps identified in the skills supply and labour market demands, with a focus on the Environmental Technology sector including a list of major public and private sector actors, as well as the policy brief as per the outlined task in task

f. **Action-oriented guideline/s** for the use of labour market intelligence and tools for skills needs assessment to help build capacities of relevant key public and private stakeholders. **– d,e &f 25 days**

**Task 2.**

- **g.** Gap analysis/needs assessment report on the TVET stakeholders with key recommendations for a trainer retooling curriculum
- **h.** Detailed capacity gap analysis report and recommendations for enhancing the capacities of the 6 select TTIs into centers of excellence.
- **i.** Present the report at the validation workshop and train the main stakeholders on the developed model of Labor Market Analysis and skills anticipation and their link with the curriculum and the TVET Value chain. **g&h 20 days**

**NB:** all the finalized documents should include the reviews by stakeholders, MoE and UNESCO. All hard and soft copies of the documentation will be submitted to UNESCO with their copyright.

**Required Qualification for the Consultant**

**Required qualifications**

The firm should have a minimum of 3 years’ experience in TVET in Kenya with relevant experience to deliver the assignment (attach evidence). Relevant experience may include: needs assessment and gap
analysis, labour market information; development of standards; training and capacity building in Kenya. Firms should have a thorough knowledge of the country/region and a global perspective will be an asset. The consulting firm should have at least 3 key experts with the following minimum qualifications, experiences and skills:

**Team leader (1)**

**Education**

- Relevant postgraduate degree in Management, Business, Social Sciences or related field.

**Work Experience**

- At least 5 years relevant experience in labour market studies and skills eco-system in Kenya.
- Technical expertise in assessing issues of labour market demand, supply and the ability to draw strong and valid conclusions.
- Knowledge of Kenya’s economy and TVET institutional framework is required.
- Previous experience with international organizations and or donors is an asset.
- Excellent communication in English (written and verbal) and report writing skills.

**Subject matter experts (2)**

**Education**

- Relevant post graduate degree or higher in Science, Technology or related field.

**Work Experience**

- At least 7 years relevant professional experience in research and skills development.
- Strong background and experience in data collection and analysis.
- Knowledge of environmental technology is required.
- International expertise would be an asset.

**Languages**

- Excellent communication in English (written and verbal) and report writing skills.

**Duration of assignment**

The consultant shall perform the services 75 days after signing of contract.

**Mandatory documents**

- Certificate of incorporation
- KRA PIN
- Valid business permit
- Valid tax compliance certificate

**How to apply**

Applications should be sent by e-mail to  mm.ndiaye@unesco.org by midnight on 28 June 2020. The subject of your email must be clearly marked “Labor Market Analysis Kenya”. Please provide your technical and financial proposals integrating CV of experts along with a cover letter. Applications received after the closing date set in the notice will not be accepted.