“Promoting partnerships for effective work-based learning opportunities in VET” PROJECT ANNEX II: TERMS OF REFERENCE

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# BACKGROUND INFORMATION

## 1.1 Partner country

Republic of Armenia

## 1.2 Contracting authority

Strategic Development Agency (SDA) NGO

## 1.3 Country background

The “Promoting Partnerships for Effective Work-Based Learning Opportunities in VET” project (September 2019 - April 2021) is implemented by the Strategic Development Agency (SDA) NGO under the funding from the European Union in two marzes of Armenia: Syunik and Lori.

The marz of Syunik is located in the southern part of Armenia. It covers an area of 4,506 km2 (15.1% of total territory of RA) with a population of 139,600 people. Syunik has a strategic and geographic-political important position, rich resources of natural raw materials, industrial big capacity, and is considered one of the largest administrative and economic regions of the republic. At the same time, it is one of poorly inhabited and economically underdeveloped marzes. Agriculture remains the major source of employment and income for rural population of Syunik marz. Over 80% of economically active rural population and about 1/3 (34%) of economically active total population of the target marz is involved in agriculture. Animal breeding is the most important sector of agriculture and 9.2% of cattle in Armenia are centralized in Syunik marz.

Lori marz is located in the north of the country and borders Georgia. Lori covers an area of 3,789 square kilometres (12.7% of total area of Armenia) with a population of 221,000 people. The agriculture of Lori forms around 7.5% of the annual total agricultural product of Armenia. Approximately 40% of the population in Lori are involved in agricultural activities, including farming and cattle-breeding. Almost 66.3% (2,511.5 km²) of the total area of the province are arable lands, out of which 17% (421 km²) are ploughed.

## 1.4 Current situation in the sector

VET system in general is insufficiently developed in Armenia. One of the main problems of the labour market is the lack of qualified workforce due to limited access to market-oriented vocational education and training opportunities. Moreover, today's relation between general and specific skills is not in line with the needs of the labor market. The mismatches between needs on labour market and skills of entry-level jobs seekers are growing. Young people are facing lack of practical work experience.

The project aims to address the skills mismatch and the need to strengthen the partnership between VET colleges and private sector by piloting work-based learning (WBL) in Veterinarian and Milk and Dairy Technologist professions, as both mentioned professions are very much relevant for the selected regions and agriculture is one of the main sources of income and employment in the mentioned regions.

# OBJECTIVE, PURPOSE & EXPECTED RESULTS

## 2.1 Overall Project Objective

The Project’s overall objective is to contribute to sustainable and inclusive socio-economic development through establishment of VET-business partnerships to promote development of WBL and improving the quality of education in VETs (Goris and Stepanavan State Agricultural Colleges) in Syunik and Lori marzes of Armenia.

## 2.2 Purpose

*The purpose of this assignment* is to establish two Working Groups (WG) (Veterinarian WG and Milk and Dairy Technology WG) to revise the Education Standards and Curricula of Veterinarian and Milk and Dairy Technology professions as well as to develop Practical (Workplace Training) Modules for both professions according to the principles of work-based learning education.

## 2.3 Results to be achieved

* Revised Education Plans and Curricula for both Veterinary and Milk and Dairy Technology professions including practical modules (in compliance with the Educational Standards) for piloting WBL at the Goris and Stepanavan State Agricultural Colleges in Syunik and Lori marzes of Armenia.

# ASSUMPTIONS & RISKS

## 3.1 Assumptions

* VET teachers and private sector representatives take an active role in development of WBL Model.
* Working Group members possess sufficient expertise and competence in defining the proper approach and methodology to undertake the task.

## 3.2 Risks

* MoESCS doesn’t accept the WBL model for replication.
* Fear and lack of willingness of VET colleges to start the implementation of WBL model.

# SCOPE OF THE WORK

## 4.1 General

* Establish two Working Groups (Veterinarian WG and Milk and Dairy Technology WG);
* Revise the curricula (including the Education Plans) of Veterinarian and Milk and Dairy Technology professions in compliance with the Educational Standards;
* Develop Practical (Workplace Training) Modules for both professions based on WBL.

## 4.2 Geographical area to be covered

Syunik and Lori marzes of Armenia

## 4.3 Target groups

* VET colleges in Syunik and Lori marzes;
* Companies/employers (Host Companies), mainly milk factories and organisations providing animal health services in Syunik and Lori marzes;
* Experts (professionals) in the field;
* Experts from National Center for VET Development (NCVETD).

## 4.4 Specific work

Each Working Group would be consisted of 5 members, representing 3 types of experts: Professional Expert (**Key Expert 1**), representative of the private sector (**Key Expert 2**) and VET teacher (**Key Expert 3**).

Revised/adjusted curricula (including the revised Education Plans) as well as the developed Practical Modules are expected to be approved by the RA MoESCS and piloted at the targeted Goris and Stepanavan State Agricultural Colleges of Syunik and Lori marzes of Armenia.

## 4.5 Task management /Responsible body

Working Group’s overall activities would be coordinated by the Team Leader, who would be selected within the Working Group and be responsible for quality and timeliness of an assignment, including:

* Detailed planning of the tasks and development of the methodology for revision of the curricula;
* Coordination of all activities within a team;
* Holding team members accountable;
* Communicating with the Project Team and sharing information with WG members.

# LOGISTICS AND TIMING

## 5.1 Location

Syunik and Lori marzes of Armenia and the city of Yerevan

## 5.2 Start date & period of implementation of tasks

The intended start date is November 25, 2019 and the period of implementation of the contract will be 3 months from this date.

# REQUIREMENTS

## 6.1 Staff

**Key expert 1: Professional Expert and Team leader**

**Scope of Work**

* Develop a detailed workplan.
* Define the approach and methodology of conducting the assignment.
* Initiate and hold Working Group meetings.
* Provide consultations/needs assessments among the VET teachers and employers (including representatives of the Host Companies, specified by the Project) to get familiar with the current teaching/internship practice at the targeted colleges and identify the gaps, which WBL approach could potentially target.
* Identify the profession specific skills, the competences and capabilities required by the labour market.
* Work on revising/adjusting the Veterinarian/Milk and Dairy Technology professions Education Plans, curricula and teaching materials to the principles of WBL (formulate the clarifications to the changes; revise timeline for both theoretical and practical teaching hours; add new modules or modify the existing ones; etc.).
* Develop Practical (Workplace Training) Modules within the courses of both programs.
* Make sure that the revised materials are in compliance with the Educational Standards, defined by the National Center for VET Development.
* Assess the possible risks of adopting WBL principles in VET and Host Companies and the ways on managing them.

**Required qualifications and skills**

* University degree in a corresponding field
* Work/teaching experience in a corresponding field (at least 3 years)
* Knowledge of VET sector, curriculums’ design, National Educational Standards
* Proficiency in Armenian language
* Advanced writing skills
* Communication skills
* Ability to work individually and be part of a Team
* English language proficiency is desirable

**Key expert 2 (Host Company representative):**

**Scope of Work**

* Participate in all Working Group meetings.
* Provide professional feedback on the particular knowledge/skills that VET graduates are short of and that could be covered by WBL.
* Ensure that the timeframe (season) for the particular practical work-based learning elements of the revised Education Plans and curricula is appropriately defined from the real business point of view.
* Assess the possible risks of adopting WBL principles in the Host Companies and the ways on managing them.

**Required qualifications and skills**

* Work/teaching experience in a corresponding field (at least 3 years)
* Understanding of the teaching processes and ability to share practical real work-based knowledge, skills and attitude with students
* Knowledge of VET sector is preferable
* Communication skills
* Ability to work individually and be part of a Team

**Key expert 3 (VET teacher):**

**Scope of Work**

* Participate in all Working Group meetings.
* Provide professional feedback on the need of changing/modifying particular modules or adding new ones to the curriculum, so that students better acquire the theoretical knowledge in conjunction with the practical sessions at the Host Companies.
* Identify the ways of organizing WBL in VETs, including the division of roles, responsibilities, and the general requirements.
* Assess the possible risks of adopting WBL principles in VETs and the ways on managing them.

**Required qualifications and skills**

* Teaching experience in a corresponding field (at least 3 years)
* Understanding of practical work processes and ability to acquire practical skills teaching and learning methodology
* Communication skills
* Ability to work individually and be part of a Team

# REPORTS

## 7.1 Reporting requirements/Deliverables

Working Group should submit:

* Revised detailed Education Plan, Curricula, Practical Workplace Training Modules based on WBL model for formal Veterinary/Milk and Dairy Technology professions, compliant with the Educational Standards (in Armenian);
* Final report on accomplished activities (in Armenian or in English) (both electronically and in hard copy (*including the description of approaches and work methodology*).

**Timeline**

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| --- | --- |
| **Activity** | **Time Schedule** |
| *WG establishment, WG Members contracting* | *November 18-22, 2019* |
| *First WG meeting (Discussions with the Target Groups)* | *November 25, 2019* |
| *Field trips, consultations with VET teachers, Host Companies representatives, development of methodology* | *November 26 –December 9, 2019* |
| *Revision of Education Plans, Curriculum, development of Practical (Workplace Training) Modules* | *December 10-30, 2019* |
| *Second WG meeting (Discussions with the Target Groups)* | *January10, 2020* |
| *Feedback analysis/desk review/further research/summarizing findings* | *January13-24, 2020* |
| *Third WG meeting (finalizing the package)* | *January 27, 2020* |
| *Submitting* ***Draft*** *revised Education Plans, Curricula and Practical Modules to the Project Team* | *January 30, 2020* |
| *Submitting* ***Final*** *revised Education Plans, Curricula and Practical Modules to the Project Team* | *February17, 2020* |
| *Submitting final report together with the developed methodology to the Project Team* | *February 24, 2020* |

**Application Procedures**

To apply, please send a CV (no longer than two pages) and a one-page cover letter to Lilit Hovhannisyan, Project Manager to: [l.hovhannisyan@sdaoffice.com](mailto:l.hovhannisyan@sdaoffice.com) by the deadline.

***The deadline for applications is November 15, 2019.***

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