

**Technical Assistance to the Programme “Support of VET through Innovation” Contract
notice: VET 01/2018**

Terms of Reference No.04/2020 School-Enterprise liaison officer

**Group 1: Local Senior Expert on liaising VET providers with the private sector
Group 2: School-Enterprise liaison officer**

1. Description of the assignment:	
1.1 Title of assignment	For the role she/he will have, we will propose the work to be done to be provided in 2 groups: Group 1 – Senior Non Key Local Expert 110 WDs Group 2 – for a maximum of 500WDs (real number of WDs to be approved by the Contracting Authority upon submission of the IR)
1.2 Activity	Support to the implementation of the Project "Technical Assistance to the Programme “Support of VET through Innovation" aiming at enhancing the institutional capacity of the MEF to develop a multifunctional VET centre in the Fier region, by building up a system of improved qualified skills responding to the needs of labor market and a sustainable sound system to monitor and evaluate the employment increase in the agricultural sector.
1.3 Background	The overall objective of the institutional technical assistance is to support MEF in policy advice and in the establishment of an agricultural multifunctional Vocational Education and Training Centre in the Fier Region in Albania, in order to increase the employability of VET graduates and to contribute to the enhancement of the country competitiveness in the agriculture and in the agro-food processing sectors.
2. Objectives and deliverables	
2.1. Objectives	The purpose of this institutional technical assistance is to enhance the institutional capacity of the MEF to develop a multifunctional VET centre in the Fier region, by building up a system of improved qualified skills responding to the needs of labor market and a sustainable sound system to monitor and evaluate the employment increase in the agricultural sector. The expected results of the VET Programme are encompassed in a comprehensive approach to achieve the following: <ol style="list-style-type: none"> 1. Agricultural multifunctional centre (MFC) of excellence efficiently managed and organised in the Fier region; 2. VET and labour market oriented curricula developed; 3. Linkages of the multifunctional centre with the private sector, especially in the agriculture and agro-food processing sectors, enforced in the framework of a functioning dual system; 4. Coherence with IPA II financing to Employment and Skills Sector maximized (policy advice).
2.2. Requested services	Working as part of a team composed of Key and Non Key Experts under the direct supervision of the Project Team Leader, the role of the liaison officer stands between the VET Centre and the enterprises in the territory. The purpose is to act as coordinator and assist the project activities by serving as an intermediary between the school and enterprises in the territory. She/He will act under the authority of the Project Leader. Tasks – divided in 2 groups - will aim at the following:

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	<p>- <u>Group 1 “Preparation of preliminary and feasibility studies regarding structured relations between Professional Schools - labour market (Total 110 days) to be performed within the first six months from the start of Project activities:</u></p> <p><u>Outputs related to Group 1 of Terms of Reference:</u></p> <ol style="list-style-type: none"> i. Develop a baseline study in the agricultural, agro-industrial and agro-tourism sectors in order to address the curricula of the vocational schools involved; ii. Develop a baseline of the educational offer of Albanian agricultural vocational schools; iii. Develop a baseline of donor contributions, with particular reference to Italy, in the agricultural sector and in vocational schools; iv. Develop a baseline of Italian companies in the sector present in Albania; 15 days; v. Develop a draft of the "Job tutoring" professional profile. <p>- <u>Group 2 “Support to set up an efficient, tailor-made and sustainable relations of the multifunctional VET centre of excellence with the private sector, especially in the agriculture and agro-food processing sectors.” (Total up to 500 days), to be performed within 30 months from the start of Project activities:</u></p> <p><u>Outputs related to Group 2 of Terms of Reference:</u></p> <ol style="list-style-type: none"> i. support to put in place a Career Service within the selected schools. ii. facilitate the establishment of a Territorial VET and Employment Pact. iii. Contribute to strengthening school-to-work relations in the agricultural, agro-industrial and agro-tourism sector through data collection, monitoring and evaluation of school-to-work experiences.
3. Expert inputs	
3.1. Total working days	110 WD for Working days for Group 1 of Terms of Reference; Up to 500 working days for Group 2 of Terms of Reference.
3.2. Period	February 2020 to December 2022
3.3. Location	Fier, Lushnje and Tirana as per project needs.
4. Requested qualifications	
Expert profile required for this activity	
4.1. Qualifications:	<ul style="list-style-type: none"> ▪ Bachelor degree in field. Master degree in a relevant field is an advantage. ▪ Albanian mother tongue, Excellent knowledge of Italian (spoken and written). Knowledge of English will be an asset. ▪ Computer literate in standard programs.

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4.2. General Professional Experience	<ul style="list-style-type: none"> ▪ Minimum of 5 years of relevant experience in the field both in Italy and Albania; ▪ Excellent communication and organization skills; ▪ Thorough understanding of the private and school sectors in Albania. 	
4.3. Specific work experience.	<ul style="list-style-type: none"> ▪ Previous experience in similar roles in donor funded projects in Albania. ▪ Previous management experience in the private sector. 	
5. Reporting		
5.1. Language	Albanian/English and Italian, according to the specific requests of the Program and of the Project Leader.	
5.2. Report type/content	Report on achievement, challenges, insights and recommendations referring to the requested outputs of mission (2.3 of this document)	
5.3. Submission date	To be decided with the Project leader	
6. Responsibility		
Proposed by	Luca De Pietri, Project Leader	Date: 20.02.2020
CVs to be sent	Email address: Luca.DePietri@regione.emilia-romagna.it By: Date 28/02/2020	