

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

**Terms of Reference**

**INTERNATIONAL SENIOR EXPERT for design, consultancy and validation of  
occupational and qualification standards for Vocational Education and Training in  
agriculture**

<b>1. Description of the assignment:</b>	
<b>Title of assignment</b>	International Senior for design, consultancy and validation of occupational and qualification standards for Vocational Education and Training in agriculture.
<b>2. Objectives and deliverables</b>	
<b>2.1. Objectives</b>	<p>The purpose of this technical assistance is to enhance the institutional capacity of the Albanian Ministry of Economy and Finances 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:</p> <ol style="list-style-type: none"> <li>1. Agricultural multifunctional centre (MFC) of excellence efficiently managed and organised in the Fier region;</li> <li>2. VET and labour market-oriented curricula developed;</li> <li>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;</li> <li>4. Coherence with IPA II financing to Employment and Skills Sector maximized (policy advice).</li> </ol>
<b>2.2. Activity related to this ToR</b>	<p>Activities related to Result 2 of the project: VET and labour market-oriented curricula developed.</p> <p>Activities 2.1, secondary level VET curricula; 2.2, short term courses (continuous learning); 2.3, post-secondary VET curricula; 2.4 training of trainers (capacity building support measures)</p> <p>Activity 2.1, secondary level VET curricula</p> <p>Upon agreement with NAVETQ and MEF this is addressed at designing, developing and implementing a renewed VET offer in agriculture at Level 2 and Level 3 of the Albanian Qualifications framework (corresponding to EQF 2 and 3).</p> <p>Activity 2.2, short-term courses</p> <p>This activity is aimed at designing, developing and implementing a continuous learning offer in terms of VET short courses on leading themes for agricultural innovation.</p>

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	<p>Activity 2.4 training of trainers</p> <p>This activity is aimed at developing supporting measures for the capacity building of trainers and teaching staff at VET agriculture upper secondary schools in Albania. It will include also a training path for trainers and school managers in project cycle management.</p>
<p><b>2.3. Requested services</b></p>	<p>The project consortium, based on evidence collected through several mapping exercises and confrontation and dialogues with the MEF and NAVETQ, with a report dated January 2022 has finalized a proposal for the following:</p> <ul style="list-style-type: none"> <li>• the revision of AQF Level 2 frame curricula in Agriculture,</li> <li>• a proposal for a new qualification at Level 3 AQF,</li> <li>• a series of short courses for continuous training and capacity building actions in terms of training of the trainers’ activities.</li> </ul> <p><u>In the framework of activities 2.1, the project Consortium, in close collaboration with Emilia-Romagna Regional Authority, is also invited to set up a working group of international experts to validate the outputs of the revision of frame curriculum AQF Level 2.</u> The work of validation on the part of Senior international experts will consist in reviewing the Occupational standard, Qualification description and Frame curriculum documents and validate the final drafts for approval and publication.</p> <p><b>The activity of designing and developing 3 short courses</b> includes: a) Occupational standards (local experts appointed jointly by Pema and Navetq).</p> <p><u>For activities a) above the project consortium will select local experts to take part in the working groups to design, discuss and set up occupational, standards for short courses. The project Consortium, in close collaboration with Emilia-Romagna Regional Authority, is also invited to set up a working group of international experts to validate the outputs the working group for short courses.</u></p> <p><b>The activity of implementing (teaching) 3 short courses:</b> 3 short courses for continuous learning of at least 24 hours of teaching each course (possible in a mixed mode, live and at distance). The selection of topics for short courses will be discussed with the project consortium and will be aimed at sustaining Pema project in terms of continuous vocational learning. Based on surveys conducted with Albanian firms by this technical assistance project the proposed topics of courses are: food Safety and HCCP; valorisation of territorial agrifood products; new techniques of animal farming and precision farming.</p> <p><u>The execution of short courses will take place through international senior experts that will selected through the present terms of references.</u></p> <p><b>The activity of designing and developing capacity building actions</b> includes: a) trainers’ training workshops to instruct the teaching staff of upper secondary agriculture schools in Albania on new frame curricula content; b) consultancy for new teaching material and methods and online resources.</p> <p><u>The work of design and execution of the capacity building actions will involve a participation of the senior international experts in the activities a), b) above.</u></p> <p><b>Expected Outputs</b></p> <ol style="list-style-type: none"> <li>1. Participation in working groups’ sessions</li> </ol>

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	<ol style="list-style-type: none"> <li>2. Documents containing detailed annotations on proposed occupational and qualification standards for each activity specified above</li> <li>3. A document formulating the standard and criteria of a new framework curriculum (AQF2)</li> <li>4. For each activity above, an official document of validation of working group’ outputs containing the detailed explanation for validating the proposed revisions and qualifications</li> <li>5. For activity related to short courses (at least 3): a detailed course specification and workplan for each course. Implementation of each course of continuous learning (teaching modules up to 24 hours) in a mixed mode. Follow up and assistance on contents of the course</li> <li>6. For the capacity building action: at least 5 workshops for training the trainers and a document containing indications for the renewal of teaching material and methods; assistance to update the website of the school of Fier with a special section dedicated to teachers’ training</li> </ol>
<b>3. Expert inputs</b>	
<b>3.1. Total working days</b>	<p><b>INTERNATIONAL SENIOR EXPERTS</b></p> <p><b><u>Activity of validation of the frame curriculum AQF Level 2 – and short courses qualifications,</u></b> the following international expertise will be mobilised:  <b>1. International experts’ validation Occupational Standard, Qualification description and Frame curriculum;</b>  Up to 35 working days</p> <p><b><u>Activity of execution (design, teaching and follow-up) of 3 short courses -</u></b> the following international expertise will be mobilised:  <b>3 short courses:</b>  Course A: up to 15 working days  Course B: up to 15 working days  Course C: up to 15 working days</p> <p><b><u>Activity of capacity building supporting measures “training of trainers”-</u></b> the following international expertise will be mobilised:  trainers’ training workshops to instruct the teaching staff of upper secondary agriculture schools in Albania on new frame curricula content and guidance to teaching: up to 25 working days</p>
<b>3.2. Period</b>	From 7 March 2022 to 31 December 2022
<b>3.3. Location</b>	Emilia-Romagna and Albania

**4. Requested qualifications**

**Expert profile required for this activity**

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<b>4.1. Qualifications:</b>	<ul style="list-style-type: none"> <li>• University degree</li> <li>• Proficiency in report writing</li> </ul>
<b>4.2. General Professional Experience</b>	<p><b>INTERNATIONAL experts</b></p> <p>Proven experience in design and implementation of vocational education and upper secondary education and training plans especially for agricultural qualifications and skills</p> <p>At least 10 years of professional experience in developing VET projects</p> <p>Good understanding of the EU VET qualification system and labour market dynamics</p>
<b>4.3. Specific work experience.</b>	<p><b>INTERNATIONAL experts</b></p> <p>Good understanding of European countries’ education system</p> <p>Experience in designing VET occupational and qualification standards</p> <p>Experience in technical reporting in the VET field</p> <p>Experience in designing and developing training and education plans for upper secondary level schools and VET schools</p> <p>Previous experience in international projects</p>
<b>5. Reporting</b>	
<b>5.1. Language</b>	Italian and English
<b>5.2. Report type/content</b>	<p>The qualification and standard revision documents can be prepared in Albanian, but a translation in Italian or English is requested</p> <p>Validation reports will have to be prepared in Italian or in English.</p> <p>During the preparation the professional will constantly interact with the consortium and the two key experts to fine-tune the contents of the document according to the projects’ requirement. The reports have not a fixed length but will have to assure that the design and validation outputs meet the EQF and AQF standards.</p>
<b>5.3. Submission date</b>	By separate dates according to activity of revision (to be revised as per project needs)
<b>Additional information</b>	As per article 9.3 of the general conditions “Civil servants and other staff of the public administration of the country where the services have to be rendered, regardless of their administrative situation, shall not be recruited as experts unless the prior approval has been granted by the Italian Cooperation”.
<b>6. Responsibility</b>	
<b>Proposed by</b>	Lorenzo Ciapetti (Project Leader)
	Date: 3 February 2022

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<b>CVs to be sent</b>	<p><b>The interested candidate shall submit:</b></p> <ul style="list-style-type: none"><li>• CV of maximum 3 pages in the EC Format</li></ul> <p>Email address: <b>lorenzo.ciapetti@unibo.it</b></p> <p><b><u>As soon as possible and by 28 February 2022</u></b></p> <p>Only the shortlisted candidates will be invited to an on-line interview</p>
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