

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

Terms of Reference

LOCAL EXPERTS for design, consultancy and validation of occupational and qualification standards for Vocational Education and Training in agriculture

1. Description of the assignment:	
Title of assignment	International Senior and local Expert for design, consultancy and validation of occupational and qualification standards for Vocational Education and Training in agriculture.
2. Objectives and deliverables	
2.1. Objectives	<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"> 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. Activity related to this ToR	<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>2.3. Requested services</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"> • the revision of AQF Level 2 frame curricula in Agriculture, • a proposal for a new qualification at Level 3 AQF, • a series of short courses for continuous training and capacity building actions in terms of training of the trainers’ activities. <p>In detail, the activity of revision of the frame curriculum AQF Level 2 includes: Development of the revised “agricultural professional profile Level II”: a) Occupational standards (work conducted with local experts appointed by Navetq); b) Qualification description (local experts appointed by Navetq); c) partial revision of Frame curriculum (local experts appointed by NAVETQ); d) validation of a), b) and c).</p> <p><u>For activities a) and b) and c) and d) above the project consortium will select local experts to take part in the working groups to design, discuss, set up and validate occupational, qualification standards and frame curriculum at Level AQF 2.</u></p> <p>Expected Outputs</p> <ol style="list-style-type: none"> 1. Participation in working groups’ sessions 2. Documents containing detailed annotations on proposed occupational and qualification standards for each activity specified above 3. A document formulating the standard and criteria of a new framework curriculum (AQF2) 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 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 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
<p>3. Expert inputs</p>	
<p>3.1. Total working days</p>	<p>LOCAL EXPERTS</p> <p><u>Activity of revision of the frame curriculum AQF Level 2</u> – the following local expertise (working group members and moderator) will be mobilised:</p> <p>1. For the development of the Occupational Standard: Technical working group: up to 15 working days</p>

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	<p>Moderation: up to 5 working days</p> <p>2. For the development of Qualification description: Technical working group: up to 20 working days Moderation: up to 6 working days</p> <p>3. For the development of level II, Frame curriculum: Technical working group: up to 35 working days Moderation: up to 9 working days</p> <p>4. For the Validation of the Occupational Standard, Qualification description and Frame curriculum: Validation commission: up to 12 working days Moderation: up to 3 working days</p> <p><u>Activity of program development of short courses</u> – the following local expertise will be mobilised:</p> <p>1. For the development of the Occupational Standard Development of course program (3 courses): up to 12 working days Moderation: up to 5 working days</p>
3.2. Period	From 7 March 2022 to 31 December 2022
3.3. Location	Emilia-Romagna and Albania

4. Requested qualifications	
Expert profile required for this activity	
4.1. Qualifications:	<ul style="list-style-type: none"> • University degree • Proficiency in report writing
4.2. General Professional Experience	<p>LOCAL experts</p> <p>Proven professional experience in the Albanian education system (upper secondary and tertiary levels) and fields outlined under sections 2.2 and 2.3 above.</p> <p>Proven professional experience within the Albanian education system will be given priority over other type of experience</p>
4.3. Specific work experience.	<p>LOCAL experts</p> <p>Proven direct and hands-on experience in the Albanian education system (upper secondary and tertiary levels)</p> <p>Experience in designing VET occupational and qualification standards</p> <p>Experience in technical reporting in the VET field</p>
5. Reporting	

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5.1. Language	Italian and English	
5.2. Report type/content	<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>	
5.3. Submission date	By separate dates according to activity of revision (to be revised as per project needs)	
Additional information	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”.	
6. Responsibility		
Proposed by	Lorenzo Ciapetti (Project Leader)	Date: 3 February 2022
CVs to be sent	<p>The interested candidate shall submit:</p> <ul style="list-style-type: none"> • CV of maximum 3 pages in the EC Format <p>Email address: lorenzo.ciapetti@unibo.it</p> <p><u>As soon as possible and by 28 February 2022</u></p> <p>Only the shortlisted candidates will be invited to an on-line interview</p>	