

TERMS OF REFERENCE

Consultancy: Digitalization of the National Basic BLN Curriculum

Since December 2016, a consortium (AVSI, TDH-IT, WCH) has been implementing an education project (Back to the Future- MADAD) in 19 educational centres across Lebanon, funded by the European Union. The first phase of the project ended in June 2019, and the second phase started since December 2019.

The project aims to promote and improve enrolment and retention rates of vulnerable children in Lebanon and Jordan in the national education system.

The main activities of this project in Lebanon are the delivery of non-formal education programmes such as Community Based Early-Childhood Education (CB-ECE) and Basic Numeracy and Literacy (BLN) mainly to Syrian refugee children out of-school or out of other learning opportunities, and retention programs for in-school children.

1. Background for this consultancy

With the lockdown at nationwide, children who would normally be in the NFE centers are at home, and their education risks stalling, while continuous engagement of BTF beneficiaries in the non-formal educational program is being a top priority for the consortium partners.

To respond to the evolution of the humanitarian context and maintain a capacity of quick response to the needs of our beneficiaries; BTF partners extensively participated in the Learning Readiness Rapid Assessment conducted at National level to assess the capacity of Syrian families with regard to distant learning methodology: in terms of ability in supporting their children in distant learning as well as to assess the availability of devices and internet. The results revealed that: more than 95% of families are having access at least one device/smart phone at the household, more than 67% among them have stable access to internet, and the most preferred channel of communication admitted by the interviewed HHs is WhatsApp and videos/audios through WhatsApp. These key findings enabled BTF to reflect on the possible methodologies for Distant Learning. Hence, BTF is currently working on upscaling the use of digital tools.

In normal situation and since 2017, Back to the Future consortium are implementing Basic literacy and Numeracy program in the different governorates in the country targeting boys and girls aged 10-14 years old. In March 2020, along with the lockdown and COVID-19 pandemic, the activities and methodologies were adapted remotely to keep on engaging the children into education. Moreover, in 2021 the consortium partners started to implement the National BLN curriculum developed by CERD in partnerships with War Child Holland (a consortium partner), and following the endorsement from the European Union Trust Fund and MEHE-Program Management unit BTF is looking for the digitalization of the BLN curriculum.

Expected results from this consultancy:

- 1- Full review of the Basic National BLN curriculum inclusive for life skills component.
- 2- Development of digital educational platform, segregated by subject: Arabic, math, French, English and Life Skills.
- 3- The platform needs to be with big characters, in Arabic and English options, friendly user, content guided by symbols and pictures.
- 4- The platform needs to be convenient up to the level of students enrolled in Basic BLN program: students never enrolled in education or drop out for more than 2 years.
- 5- Enable teachers to prepare distance lessons in function of the platform content.
- 6- Enable the student to conduct the lesson in function of the of the platform content.
- 7- To empower the ability of students and teachers in digital field.

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II. The Consultancy Details

II.1. Deliverables

Deliverables	Timeline
1- Full review of the Basic National BLN curriculum inclusive for life skills component.	Within 20 days of the contract signature
2- Conceptualization and development of digital educational platform, segregated by subject: Arabic, math, French, English and Life Skills.	Within 4 months of the starting date
3- Biweekly meeting with BTF Education Specialist technical task force	On a bi-weekly basis over 5 months
4- Piloting of 12 sessions with BTF program	On the 3 rd - 4 th month
5- Handover the resources/tools developed and their sustainable use to BTF and MEHE-PMU.	On the 4 th month
6- Final handover and explanatory conference for the platform.	Within one week of the end date of the co-implementation

II.2 Conditions

The distant lessons developed within the platform should be simple. In case of resources/materials needed, the list of materials should be communicated to BTF at least one month earlier to implementation to consider procurement time. The platform should take into consideration that some parents might be illiterate and/or unknowledgeable for foreign language. Activities should consider caregivers' work with one child or more. Instruction should be as short as possible (plans that exceed 15 bullet points will not be read). Individual bullet points should be as short as possible (maximum one and a half lines).

When implementing the package, the consultant must respect the level of literacy of children and adapt the activities to be convenient for illiterate children.

All adapted produced tools within this consultancy must respect the visibility of BTF and the consultant entity.

II.3. Time and Place

The consultancy is expected to start by August 2021 and end by December 2021st.

The area of implementation will be mainly through targeting remotely refugees' children living in different governorates all over Lebanon.

II.4. Language for the delivery of the consultancy

The digital package should be developed in Arabic and English features, all relevant instructions provided to caregivers must be written in Arabic. As for the workshop, it is recommended to be facilitated in Arabic or English. All materials and supportive documents for the sessions must be and remain accessible online for all BTF project staff.

II.5. Consultant's profile

Consultant is understood to be a physical entity or an organization authorized/ experienced to undertake educational activities with children

- a) **Education:** Advanced University degree in related field such as IT, educational sciences, graphic design.
- b) **Specialist skills/Workshop:**
 - Good writing and communication skills with ability to present ideas and concepts concisely in written and digital forms
 - Be able to work under minimum supervision and to meet tight deadlines

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c) Years of experience:

- Minimum 10 years of experience in digital learning and educational development. Experience in working with refugee children will be an added advantage.
- Experience in working with refugees and vulnerable community.
- Experience in designing end-user digital tools and educational activities
- Very good knowledge about the Lebanese education and child protection system.

d) Competencies:

- Core competencies: communication, drive for results, working with people
- Technical Competencies: Formulating strategies and concepts, analysing, relating, applying technical expertise.

e) Languages required:

- Fluency in oral and written English and Arabic (workshops will be delivered in Arabic)

Other: Willingness and ability to explain all the technical terms in Arabic to the participants in the workshop.

II.6. Reporting process

This consultancy should be concluded by the presentation of a clear report in English tackling: the process of producing the adapted program, the digital package, the implementation in all weeks, the follow up process, all supportive documents used and sound recommendations for next phase.

The consultant will be technically supervised by the "BTF education Specialist in BTF and report to her.

III. 1. Selection criteria

The selection of the Service provider will be based on:

- Relevance and specific experiences in relation to the TOR (experience, efficiency, availability)
- Technical proposal
- Financial proposal

III.2 Terms of Payment

The financial offer should include the detailed cost and divided: per personnel, running cost or production of materials.

The consultant should mention the desired payment terms in the financial offer, noting that any payment request sent to BTF should take into consideration a minimum timeframe of one month.

III. 3 Risks

The Consultant (including the team of monitors and facilitators) must respect the conditions mentioned in the CP and safeguarding policy of AVSI in case of not having their own policy.

HOW TO APPLY:

Interested and suitable candidates should send their proposal via email at Logistic.Marjayoun@avsi.org containing the below:

- Technical proposal and work plan & timeframe
- Financial proposal including the payment terms
- Personal CV or firm portfolio
- Consultant's fiscal number (if available)

Deadline for submission of offers: 5-Aug-2021

BTF are committed to diversity and inclusion within its workforce, and encourages qualified female and male candidates, from all religious and ethnic backgrounds, including persons living with disabilities, to apply for this opportunity.