

Terms of Reference contract
Curriculum Development of Short-Term Courses:
Seeds Production Practices

1. Context

AVSI is an Italian NGO working in Lebanon since 1996 in the agriculture (rural development, agricultural vocational education, irrigation schemes rehabilitation, technical assistance to farmers), social and emergency domains.

In collaboration with the Ministry of Agriculture (MoA) and the Lebanese NGO Biladi Dialogue for Heritage, AVSI is currently working in the seven Agricultural Vocational Schools (AVS) in Lebanon within the framework of a project supported by UNICEF entitled “Agriculture Vocational Education for vulnerable adolescents in Lebanon.6”.

The general objective of the project is to encourage youth to engage in agriculture-related investments, increase job opportunities and generate income in rural areas, along with giving institutional support for the MoA.

Within the context of this project, an assessment has been conducted to identify new vocational training courses for youth working in the agriculture sector; Seeds Production was identified as one of the main topics.

2. Recipient of this document

This TOR is intended to recruit a Curriculum Development Specialist or firm having the experience and qualification to elaborate competency-based curricula and assessment tools for vulnerable youth (15-25 years old) in the Seeds Production sector as described in section 3.

3. General conditions

a. Objectives of the consultancy

The service provider for this consultancy is expected to:

- **Elaborate a training curriculum** for Seeds production with emphasizes on *cereals* and *legumes crops*;
- **Develop summative assessment tools** to assess students understanding and progress;
- **Conduct a training for teachers** on the training materials and assessment tools developed;

b. Expected implementation period

The duration of this consultancy is **1 month** starting 15th of November. The duration is subject to modification if deemed necessary by both parties.

c. Deliverables

I. Development of training Curricula on Seeds production practices (3rd week of the consultancy)

The service provider must submit a 50 hours Competency including the following:

- Competency-based syllabus with teaching guidelines for a new training subject “Seeds Production” following the outlines provided by the technical team;
- Student book for different Seeds Production techniques that can be used by both teachers and students;
- Practical training sessions to promote experimental learning and familiarize students with the tools and techniques of Seeds Production;
- Digital educational materials (videos, animation...) that can be shared with the students during the course implementation;
- Assessment tools to evaluate the improvement of youth enrolled in the training;

- Training for teachers on all the above developed materials (syllabus, content and evaluation tools) and teaching methodologies (active learning methodology) appropriate to the proposed target group.

II. Training of teachers and Private sector representative (4th week of the consultancy)

The service provider will conduct a Training of Trainers (TOT) for one (1) day on the active learning methodology and training tools developed. The training must enable teachers to teach and assess the training program in the most appropriate way and obtain the best learning outcomes.

Trainings could be done remotely if deemed necessary within the Covid-19 crisis. Training costs will be covered by the trainer.

N.B: The course consists of 50 hours to be delivered *either fully face to face* (in class) *or adopting a blended methodology* (online and face to face) due to the ongoing Covid-19 crisis. The trainer must develop the training tools for both of the latter options. In order to develop the content, the specialist will have to hold coordination meetings with the head of Education and Extension services at the Ministry of Agriculture and AVSI technical team.

d. Language for the delivery of the consultancy

All training packages and other materials elaborated in the framework of this consultancy should be developed in both Arabic and English and delivered in soft and hard formats to AVSI. (design included)

The specific objectives for this work will be the following:

- 1) Develop 50 hours **competency-based** syllabus with teaching guidelines for a new training subject “Seeds Production” following the outlines provided by the technical team;
- 2) Develop a student book for different Seeds Production techniques that can be used by both teachers and students;

- 3) Design practical training sessions to promote experimental learning and familiarize students with these tools and techniques of Seeds Production;
- 4) Develop adequate evaluation tools to evaluate the improvement of youth enrolled in the training;
- 5) Train teachers on all the above developed materials (syllabus, content and evaluation tools) and teaching methodologies (active learning methodology) appropriate to the proposed target group.

b. Implementation

Expected implementation period:

The curriculum development and training of teachers is expected to be performed between 15/11/2021 and 15/12/2021. The consultant must take into account the prospect of online trainings when necessary due to the Covid-19 health crisis.

1. Training of teachers:

A training of teachers on the active learning methodology to be used when implementing the developed curricula and tools is required. The training must enable facilitators to teach the training program to the target group in the most appropriate way and to obtain the best learning outcomes. The training of teacher could be done remotely if deemed necessary with the Covid-19 crisis. Training costs will be covered by the trainer.

d. Selection of the service provider

The service provider will be selected based on:

- ✓ Professional expertise in Seeds production;
- ✓ Professional expertise in curricula development;
- ✓ Relevance and specific experiences in relation to the TOR (experience, efficiency, availability);
- ✓ Technical proposal (experience working with NGOs with programs destined to vulnerable youth, experience collaborating with governmental institutions);
- ✓ Financial proposal.

e. Documents to be presented & deadline:

The service provider should present the below documents as part of his/her offer:

- ✓ Technical proposal including workplan
- ✓ Financial offer including the desired payment schedule
- ✓ Service provider fiscal number (if available)
- ✓ Service provider portfolio or CV

Above mentioned documents should be submitted by email to michelle.boustany@avsi.org.lb before November 5th 2021 4:00pm.