



TERMS OF REFERENCE

Consultant for Competency-Based Curricula design

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”.

Within the context of this project, an assessment has been conducted to identify new vocational training courses for youth working in the agriculture sector; Compost training was identified as one of the main topics. This training will be delivered all over Lebanon for young vulnerable beneficiaries.

Recipient of this document

This TOR is intended to recruit a Curriculum Development Specialist or firm having the experience and qualification to elaborate a Competency Based curricula.

General conditions

a. Objectives of the consultancy

The service provider for this consultancy is expected to:

- **Elaborate a training curriculum on compost production and utilization** with emphasizes on organic waste management, composting and compost utilization, compost source materials, different composting techniques, and possible risks and safety requirements of composting process following the competencies in the Occupation Standard,
- Develop **formative assessment** tools to identify the concepts students are struggling to understand and the skills they are having difficulty acquiring during the theoretical training period;
- Develop **summative assessment** tools to evaluate student learning progress and achievement at the end of the on-the-job training period;
- Elaborate an OJT tool kit



- Conduct **trainings for teachers** on the training materials and assessment tools developed.

b. Expected implementation period:

The duration of this consultancy is **1 month** starting November 15th 2021. The duration is subject to modification if deemed necessary by both parties.

c. Deliverables

I. Development of training Curricula on *compost production and utilization*.

The service provider must submit 200 hours Competency Based curriculum for each occupation allowing students to first acquire the info at classroom level (50 hours) then On the Job (150 hours). The curricula shall include the following tools:

- Student book
- Teaching materials
- Detailed lessons plan
- Detailed practical training plan
- On the Job Training toolkit
- Formative and summative assessment tools

II. Training of teachers

The service provider will conduct a Training of Trainers (TOT) for two days on the active learning methodology and training tools developed (theoretical/On the Job). 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.

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.

e. Service provider profile



- a) **Education:**
 - Advanced University degree in related field such as Education, TVET or Agriculture
- b) **Skills:**
 - Excellent writing and communication skills with ability to present ideas and concepts concisely in written and oral form
 - Ability to work under minimum supervision and meet tight deadlines
 - Good editing and layout skills
- c) **Experience:**
 - Previous experience in TVET, Work Based Learning and Competency Based learning programs preferably in the agriculture sector
 - Excellent experience in the development of curricula, teaching and assessment materials
 - Previous experience working with NGOs and collaborating with governmental institutions
- d) **Competencies:**
 - Core competencies: communication, drive for results, working with people, respect of deadlines
 - Technical Competencies: TVET, OJT, WBL, Analytical skills, Reporting skills

f. Selection of the service provider

The service provider will be selected based on:

- Professional expertise in the development of Competency Based curricula
- Experience working with NGOs and collaborating with governmental institutions for the development of programs destined to vulnerable youth;
- Quality and efficiency of the technical proposal;
- Financial proposal.

g. Application process

The service provider must submit the following documents upon application:

- Technical proposal
- Detailed workplan and timeframe
- Financial proposal including desired payment schedule
- CV of the service provider and all the team members if any
- Service provider's fiscal number (if available)

h. Application deadline

Applications shall be sent via email to michelle.boustany@avsi.org.lb by November 8th 2021.