

Terms of Reference contract

Curriculum Development of Short Term Courses:

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 funded by the government of Germany, the Netherlands and UK and supported by UNICEF entitled “Agriculture Vocational Education for vulnerable adolescents in Lebanon.3”.

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 highlighting the need of elaborating integrated vocational course materials tailored for youth working in agriculture. This consultancy requires professional expertise in the following learning topics: Household Pest control worker, Integrated Pest management and safe use of pesticides, and Gardening and Landscaping.

2. Recipient of this document

This TOR is intended to all organizations having the experience and qualification to elaborate teaching materials (including syllabus, content that serves as students’ book and guidelines for the trainer) for vulnerable youth in the sector of agriculture as described in section 3.

3. General conditions

a. Objectives

The Terms of Reference (TORs) describe the role of a Curriculum Development Specialist who will elaborate and provide all the materials that form a complete curriculum (syllabus, content book, students' book and evaluation form to be used) tailored to vulnerable and illiterate youth (between 15 and 25 years old), as well as providing support and adequate training for the trainers who will implement the program including training on active teaching methodology, in line with AVSI Life Skills approach. The teaching approach of all materials should take into consideration that 30% of learning should be theoretical and 70% should be practical. 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.

The specific objectives for this work will be the following:

- 1) Develop a syllabus with teaching guidelines for a new training subject "Household Pest control worker", following outlines provided by the technical team, and in close collaboration with experts from the private sector;
- 2) Conduct a technical review of a syllabus on the safe use of pesticide, in order to add new teaching objectives about "IPM, Integrated Pest Management" and develop a content for the newly revised syllabus that can be used by teachers and serve as students' book, as reference book,
- 3) Develop evaluation tools to evaluate the improvement of youth enrolled in these trainings;
- 4) Based on an existing syllabus developed on "Garden design and Landscape", elaborate a content that will be used by teachers and students as reference;
- 5) Train teachers on all the above developed materials (syllabi, 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 trainers team is expected to perform their tasks between 1/05/2018 and 1/07/2018.

c. Deliverable

1. Curriculum structure:

The curriculum developer team will submit a curriculum for the two modules developed or updated, “Pest control operator” and “safe used of pesticide and IPM” which should include:

- ✓ Course outline: Course objectives, Syllabus, target participants, course duration, training outcome, course topics, training methodology, testing and certification conditions;
- ✓ Course structure and content: Time table and content for each training session for every training day of the whole training duration.

2. Curriculum materials

The above mentioned curricula and the syllabus of “Garden design and Landscape” shall be supplemented with key training material for the teachers/facilitators and students including power point presentations, assignments, handouts, students’ book, etc. which are required in the lesson plans. These curricula and training materials will be used during the implementation of the courses.

The Curricula materials and documents should be submitted in soft and hard copy to AVSI. All the documents required should be provided in both English and Arabic languages

3. Training of teachers:

Training of teachers on the active learning methodology to be used when implementing the developed curricula and tools, enabling facilitators to teach the training program to the target group in the most appropriate way and to obtain the best learning outcomes. Training costs will be covered by the trainer.

4. Report:

The curriculum developer team will submit a final report, in English, that includes:

- ✓ The methodology adopted;
- ✓ The final outcomes in addition to the faced challenges.

d. Selection of the service provider

The service provider will be selected based on:

- ✓ 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.