



## TERMS OF REFERENCE

### **THE CAPACITY NEEDS ASSESSMENT OF VOCATIONAL TRAINING PROVIDERS & CONDUCTING TRAININGS OF TRAINERS (ToTs) FOR PROVIDERS/ ENTERPRISE BASED INSTRUCTORS- SKILL UP! PROJECT-KABAROLE DISTRICT.**

#### **1. INTRODUCTION**

The Skill Up! project code named UGA 1091 is implemented by JESE in Kabarole District with support from Welthungerhilfe and funding from BMZ over a 30-month period leading to April 2023. The project is premised on the theory of change that education and vocational training is one of the most effective and sustainable means of reducing poverty, improving food & nutrition security, promoting health, economic growth, and enabling vulnerable young people to lead a self-determined life as full members of the community with meaningful contribution to society. The Skill Up! project in Kabarole is part of the Multi Country Skill Up! program which aims at enhancing the quality and relevance of (non-formal) vocational education and training at multiple levels through strengthening local partner organizations to engage in the sub-sector and networking capacities of stakeholders to enhance synergies. Projects that constitute the Skill Up! program are being implemented in Africa (Kenya, Malawi, Sierra Leone, and Uganda) and Asia (Afghanistan, India, Nepal and Tajikistan). The objective is to improve the employability and entrepreneurial ability of vulnerable young people to boost their chances of earning a decent income and improving their quality of life and that of their families and communities.

The Skill Up! project in Kabarole shall strengthen training capacity and coordination between training centers (envisaged to be MSMEs), relevant actors in Kabarole District to contribute to market responsive and inclusive job creation in a sustainable manner. The project will systematically promote partnerships between enterprises delivering the training, the local private sector, local governments in Kabarole and national authorities such as DIT. The project envisages establishment of partnerships that promote the creation of jobs through vocational training and improve the supply and quality of non-formal vocational education and training, in effect contributing to gainful employment and self-employment in the project targeted areas.

The project shall focus on the promotion of at least four vocational trades with the highest potential for self-employment and impacting on the living conditions of young women and men in rural and peri-urban areas in 05 selected sub counties and town councils.

**Project purpose:**

300 young people aged between 18-30 years (50% women) in Kabarole district acquire technical, business/entrepreneurial and life skills in about 10 training centers for (self) employment.

**Project goal/outcomes:**

1. Improved economic perspectives for vulnerable youth using the acquired skills (at least 75% of vulnerable young women and men in Kabarole District have improved their economic perspectives using the acquired skills (technical, entrepreneurial and life skills)
2. Promotion and strengthening of Skill Up! approach in coordination with local, regional, and national stakeholders. The Skill Up! approach is defined by 10 quality standards and 4 key principles among other concepts generated from the 5-year pilot phase of the same program.

**Through output 1.1**, to attain these objectives, first local capacities of training providers to deliver and implement informal vocational skills training and promote self or direct employment among the vulnerable youth targeted under the Skill Up! Project need to be brought to a higher quality and existing frameworks need to be aligned with standardized norms as envisioned in the Skilling Uganda Strategy.

This will attribute to realizing **Result 1: Improved economic perspectives for vulnerable youth using the acquired skills (at least 75% of vulnerable young women and men in Kabarole District have improved their economic perspectives using the acquired skills (technical, entrepreneurial and life skills) part of the broader Global Skills Program.**

**2.0 SCOPE OF WORK**

JESE/WHH is seeking a qualified consultant to first conduct a comprehensive capacity needs assessment for training service providers to determine their strength and weaknesses in delivering focused non-formal vocational skills to the selected youth and later develop a tailor-made ToT on technical/ didactical training for the Vocational Training Providers (Enterprise Based Trainers/Instructors) in Kabarole District Uganda. One key action of the Skill Up! project is focused on providing capacity building of the training providers as envisaged under **Output 1.1 of the Skill Up! Project**. In particular, the project aims at improving the effectiveness of the Enterprise based trainers/Instructors to provide a CBT that is Private Sector led TVET for the informal skills training for the vulnerable youth. The Trainers/Instructors will be training trainees enrolled on various skill trades/courses with specific emphasis on quality instruction and practical learning developing their skills. In view of an intensive in-service training, the trainer will have six hours of classes each day as per the schedule, followed by reviewing the progress and preparation required for the trainings.

### **3.0 EXPECTED OUTCOME**

Contributing to a private sector based capacitated informal skills training provision and operations for a sustainable, cohesive, skills training and employment system inculcating market driven skills to relevant vulnerable youth with emphasis on efficient and effective training delivery and post training employment for sustainable livelihoods.

### **4.0 OBJECTIVES OF THE CONSULTANCY:**

Private Sector/Enterprise Based Training Providers do not have established TVET Training to train the existing Trainers with pedagogical and didactical skills. Therefore, the purpose of the consultancy is to impart didactical and pedagogical skills which will refresh the trainers/Instructors on the premise that they will be able to provide a Competence Based Training for the vulnerable youths.

### **5.0 SPECIFIC OBJECTIVES OF THE ASSIGNMENT**

The consultant will be expected to undertake the following tasks:

- Conduct a rapid comprehensive capacity needs assessment among the training providers of selected trades and present their training needs in terms of skills training delivery for the informal skills training.
- Prepare, coordinate, and facilitate thematic tailor-made ToT-training of training to enhance the capacity of the Instructors/Trainers to provide quality CBT in the selected Enterprise Based Training Centers and ensure trainees learn effectively in the selected vocational trades.
- Assess the training needs of the Instructors and schedule the program accordingly
- Ensure that the trainers/instructors acquire the necessary skills to become innovative practical trainers.
- Develop instruments to assess the capability of the Instructors to determine whether they have received the essential skills required to conduct Competence Based Training Approach.
- Ensure and maintain discipline during the training schedules and adhere to the training plan
- Participate and support the development of all materials and instruments required for the training
- Together with the trainers/instructors, plan and prepare all materials that will be required to conduct CBT trainings and assessments in the Enterprise Based Centers for informal skills training.
- Conduct a one day debrief meeting for the Skill Up! project staff on key aspects of the ToT on pedagogical/didactical training.
- Prepare and submit a comprehensive, well-structured report of the training

## **6.0 DELIVERABLES/OUTPUTS:**

The following services and outputs are expected:

- An Inception Report prior to the commencement of the training, explaining the detailed methodology to be used and a program for the seven days. However, JESE/WHH staff reserve the right to make changes to the proposal and approve before the training commences.
- A summary report of the capacity needs assessment incorporated in the final report.
- Debrief session and power point presentation to the Skill Up Project team project team.
- Develop a final training report and share with Skill Up! project staff

## **7.0 DURATION OF THE ASSIGNMENT:**

The duration of the assignment will be presented in the technical proposal including inception meetings and, on the ground, preparations. This will then be moderated with the selected consultant.

## **8.0 QUALIFICATION AND EXPERIENCE OF THE LEAD CONSULTANT**

**To qualify for this assignment, the consultant must have the following mandatory professional experience and knowledge:**

1. Advanced university degree in TVET, or related field.
2. At least seven (5) years of experience in development, designing instructor training program, assessment and conducting training on ToT on TVET pedagogy/didactics.
3. Extensive experience in developing Vocational education training and programs.
4. Understanding of the key issues involved in vocational education and training in the region.
5. Strong professional background in TVET engagements.
6. Successful completion of at least two similar assignments.
7. Outstanding communication and analytical skills, with excellent command of spoken and written English

## **PROPOSAL SUBMISSION PROCEDURE AND SUBMISSION DEADLINE:**

Interested applicants should submit their technical and financial proposals by e-mail referencing in the email subject "Capacity Needs Assessment & ToT Vocational Skills Training Pedagogy and Didactics" to: *Rugumayo Godfrey Mulinda, Project manager-JESE email;* [godfrey.mulinda@jese.org](mailto:godfrey.mulinda@jese.org), and cc, Benjamin Kennedy, Project Manager Skill Up!, Welthungerhilfe, Email: [benjamin.kennedy@welthungerhilfe.de](mailto:benjamin.kennedy@welthungerhilfe.de) submission of all copies not later than **Monday 28<sup>th</sup> June 2021** by 5:00pm or Hard copies can also be submitted to JESE offices located at Binanata Zone Kitumba Central division Fort Portal Tourism City.

***The successful consultant(s)/firm will be notified within 5 working days after closure for applications and invited for formal contract negotiations.***