

Terms of Reference – Consulting Assignment

Title:	Apprenticeship model / scenario development.
Domain:	Technical and Vocational Education and Training
Consulting Level Grade:	Senior
Organizational Unit:	UNESCO Regional Office for Southern Africa
Location:	Lilongwe, Malawi
Type of contract:	Individual contract
Duration of the contract	<u>Up to</u> ¹ 25 working days
Deadline (<i>midnight, Paris time</i>):	22.8.2019
Application to be sent to:	unesco.step.mw@gmail.com

A. Background

UNESCO is implementing part of the European Union funded Skills and Technical Education Programme (STEP)² in Malawi. In this context, UNESCO and the European Union are partnering in supporting the expansion and improvement of equitable and gender-balanced TVET in Malawi. In particular, the project is working to improve access to TVET, review qualifications system, update curricula, review the governance and management of TVET system, and better train TVET teachers and trainers. The project's time frame is four years (April 2016 – March 2020) and the overall budget for the UNESCO component is 9 million Euros. (When including the cost of building renovations and equipment plus the provision of grants to a number of NGOs, the entire value of STEP is 32.6 million Euro.) The project is targeting programmes³ for the construction sector of the economy and also is tasked with promoting the inclusion of disadvantaged groups.

In February 2018, TEVETA published the "Malawi Apprenticeship System Review Report", funded by the World Bank" which among others points out that only about 1200 students with Malawi School Certificate of Education are selected by the TEVET authorities, for placement into the regulated apprenticeship program annually (20% of the college capacity). The remaining 80% of college capacity is filled by trainees on parallel programs which are unregulated. This alone hampers the effectiveness, efficiency and relevance of the present apprenticeship system.

Other challenges are:

- A very centralised model for management and administration of the apprenticeship system, undertaken by the TEVET Authority (TEVETA).
- The introduction of the new Community Skills Development Centres have added to the complexity of the apprenticeship system.
- The TEVET system still does not recognize traditional apprenticeships.
- The significant resource requirements connected to the implementation of competency based training and assessment and weak resource base negatively affects the quality of training.

¹ The number of days are indicated as a maximum, but facilitators may be delivering less days, depending on their availability and the progress of the assignment.

² The STEP website can be viewed at: www.stepmw.com

³ *The documented training approach for the construction trade programmes is competency based training and assessment and this is combined in formal training with an apprenticeship scheme of four years.*

- Attachment of students in industry is hampered by delay in students' completion of their workplace module on time due to significant aspects to be resolved with employers.
- Monitoring of students while on industrial attachment is not very effective.
- The Malawi TEVET Certificate is still not fully accepted among employers and stakeholders⁴.
- The Malawi TEVET Apprenticeship System study has revealed that the system suffers from financial and human resource capacity and human resource deficit challenges.

The report also indicates that the Industry is willing and ready to offer attachment places for apprenticeship training, but that there is a need for development of better, mutual understanding of the system between stakeholders, industry and the TEVET authority. (The report will be made available on the STEP project website or sent to the applicant on request.)

Based on an analysis of best practices from Ethiopia, Botswana, Mauritius and Germany the report suggests a revision of the apprenticeship system.

Under STEP specific objective 2 'Improve the quality and relevance of TEVET' a priority is identified to **include support to the apprenticeship and dual system streams for implementation of new programmes**. This activity will be based on findings and recommendations from "Malawi Apprenticeship System Review Report" and other relevant secondary sources.

In relation to the above, UNESCO is seeking a local, regional or international **individual consultant** to undertake this assignment.

B. Objectives:

This assignment aims at supporting the Ministry of Labour, Skills and Innovation (MoLSI), TEVET institutions and local enterprises in the design and implementation of alternative forms of practical skill development such as apprenticeship scheme, dual system and other forms of sandwich courses within 5 prioritised construction programmes.

More specifically the objectives for the assignment are to support the Government of Malawi:

- **Objective 1.** To identify appropriate scenarios for a revised and enhanced apprenticeship framework;
- **Objective 2:** To support the Government of Malawi representatives in evaluating pros and cons of relevant scenarios and develop recommendations for the most relevant model to be implemented.

C. Activities:

General Activities

- Provide a detailed plan for implementation of the assignment including a timeline.
- Hold Information meeting with MoLSI and TEVETA
- Deliver end of assignment report
 - The end of project assignment report to include a summary of activities and results achieved, scenarios described, reviewed and compared, with recommendation on best option, and plans for implementing the revised system.

Activities related to objective 1+2.

- Perform desk review of relevant documentation including the report "Malawi Apprenticeship System Review Report", and identified regional best practices in the region.

⁴ . Despite the recent successful harmonization of the TEVET Curriculum

- Develop scenarios for a revised apprenticeship model and frameworks within at least four prioritised programmes within the construction sector⁵.
 - Conduct one stakeholder consultation meeting with employers, MoLSI, the TEVET Authority and other stakeholders for inputs and recommendations to the analysis of the relevant scenarios/models.
- In close collaboration with MoLSI, the TEVET Authority and stakeholders to conduct a detailed analysis of pros and cons of the different scenarios recommended in collaboration with MoLSI. Based on the detailed analysis to provide recommendations for MoLSI on which scenario to adopt.
- Develop a detailed action plan for the way forward for the adaptation of the prioritised scenario/model.

D. Outputs/deliverables

The following deliverables are expected:

1. Detailed plan for implementation of the assignment with timeline.
2. Report with a presentation of scenarios for a revised apprenticeship model (s) within at least four prioritised programmes within the construction sector and approved roadmap for implementation. (by MoLYS&MD, the TEVET authority), followed by:
3. Evaluation/ working group meeting with MoLYS&MD, the TEVET authority in consultation with stakeholders for evaluation and prioritising the scenarios, and identification of the way forward.
4. Final scenario/model and framework for a revised apprenticeship scheme in Malawi.
5. Report / guidelines for the implementation of a revised apprenticeship scheme model(s)⁶

E. Timing

Ideally, this assignment would start in August 2019 and would finish by November 15th, 2019.

F. Required qualifications

- It is **mandatory** for proposed candidate to have senior level TVET experience for minimum of 5 years,
- It is **mandatory** that the candidate has proven implementation experience in analysis of and support to development/reform of apprenticeship, work placement, dual TEVET systems of at least 2 years
- It is **desirable** that the individual already has experience with an existing programme with documentation such as roadmaps, guidelines, handbooks methodologies and tools for planning, implementation, and monitoring of **apprenticeship, work placement schemes or dual TEVET systems**
- It is **desirable** that the candidate has experience in working with government, stakeholder and TEVET institutions on developing and implementing of apprenticeship and dual systems for a minimum of 2 years

⁵ The scenarios should present aspect of hybrid models for formal and informal apprenticeship/TEVET, formalisation and approval of informal apprenticeship, and presentation of alternative models. It should besides identify legal and systemic implications

⁶ This should include but not be limited to recommendations for regulatory/legal changes, identification of roles and responsibilities, organisational structure, partnerships structures, systems, tools, procedures and monitoring system for successful implementation of the apprenticeship system.

- It is **desirable** that the expert has TVET working experience in Africa, in particular in the SADC region, and a good knowledge of current policy issues in TVET in the SADC region for a minimum of 1 year.

SKILLS/COMPETENCIES

- Understanding of gender issues in Malawi which hinder ability to start and successfully run businesses
- Ability to work under pressure and to meet strict deadlines.
- Ability to conduct gender analysis
- Must display a high standard of ethical conduct and exhibit honesty and integrity
- Sound judgement
- The ability to work in a multicultural environment.
- Gender-sensitive behaviour and attitudes are required.
- Knowledge of the UNESCO's mandate and its programme of activities.
- Excellent analytical skills.
- Excellent writing skills
- Ability to work in multi-ethnic, multi-cultural environment
- Strong communication skills

LANGUAGES

- Excellent knowledge of English.

DESIRABLE QUALIFICATIONS AND EXPERIENCE

- Higher qualification in a related field would be an advantage

RENUMERATION

- This assignment will be at the level of senior consultant and negotiable depending on relevant experience.

HOW TO APPLY

Please send i) a **cover letter**, ii) **an 8-10-page proposal on how you would meet the requirements of TOR**, and iii) a **CV** in English by email to unesco.step.mw@gmail.com by **22th August 2019**. Besides you need to add three referees with contact information and one example of relevant reports / documentation / analysis.

For more information, contact Arthur E. Shears at: ae.shears@unesco.org or Kirsten Larsen at: ki.larsen@unesco.org

