



United Nations
Educational, Scientific and
Cultural Organization

Organisation
des Nations Unies
pour l'éducation,
la science et la culture

Contract for Individual Consultant (other Specialists)

Request for written proposal

REF: Consultant Terms of Reference – Bridging Innovation and Learning in TVET (BILT) – New Qualifications and Competencies in Technical and Vocational Education and Training (TVET)

Date of issuance: September 9, 2019

Deadline for Submissions: September 24, 2019

Request to submit a written proposal for a work assignment with UNESCO

UNESCO is inviting written proposals from Individual Consultants for the work assignment described in attachment A.

To enable you to prepare a proposal for this assignment, please find attached the following documents:

(a) Terms of Reference (see attachment A);

(b) UNESCO's contract for Individual [Consultants; Authors; Photographers; Film/Video Specialists], the contracting modality used for these assignments (attachment B);

Your written proposal should include:

(a) A Technical Proposal consisting of

- an approach and methodology for the assignment, a work plan and comments on the Terms of Reference if any (in brief).
- an up to date curriculum vitae,
- a statement indicating how your qualifications and experience make you suitable for the assignment, and

(b) the amount to be charged for the assignment, which should be quoted in US dollars or in Euros only.

Please include any travel and subsistence costs separately.

Your proposal and any supporting documents must be in either English or French.

UNESCO places great emphasis on ensuring that the objectives of the work assignment, as described in the Terms of Reference, are met. Accordingly, in evaluating the proposals for the assignment, attention will focus first and foremost

on the technical elements. From those proposals deemed suitable in accordance with the criteria in the Terms of Reference, UNESCO shall select the proposal that offers the best value for money.

Your proposal should be submitted by e-mail no later than 24 September 2019. E-mail proposals should not exceed 5MB.

The e-mail address is:

unevoc.hr@unesco.org

It is the individual's responsibility to ensure that his/her proposal is received by the deadline.

Thank you for your interest in this UNESCO assignment and we look forward to receiving your proposal.

Terms of Reference

1. Background and Objective

The UNESCO-UNEVOC International Centre for Technical and Vocational Education and Training, Bonn, Germany, is seeking the services of a Consultant to undertake activities relating to the recently initiated, *Bridging Innovation and Learning in TVET (BILT)* project.

To remain relevant for the world of work and attractive to learners and potential employers, modern Technical and Vocational Education and Training (TVET) systems need to adapt to new technologies, disruptions, and structural changes in the labour market. A main challenge of TVET is to create modern and attractive professions and career paths that integrate youth. With ever-faster innovation cycles, the demand for peer learning is also accelerating, both within Europe and internationally. In Europe, there is already a wealth of experience in addressing some of these challenges, but little space to exchange on the experience of implementing new ideas and concepts. Such an exchange, however, could help improve, speed-up or, in some instances, initiate relevant action to ensure modern and relevant TVET, in both Europe and elsewhere.

In particular, there is a high demand in TVET to capitalize on the opportunities from digitalization trends, to contribute to sustainability through green career pathways and competencies and to foster entrepreneurial skills and mindsets. There is also a high demand to understand how TVET can address the challenge of migration, both at the sending and the receiving end of population flows.

The BILT project seeks to support TVET institutions in addressing these transformational challenges and to explore innovative approaches and new practices. Having national competencies in view, the project will support collaboration activities targeted to enhance national as well as multinational TVET capacities, generate new knowledge and share information in TVET. The project will mobilize and reactivate the European UNEVOC TVET cluster as a platform to foster learning and to establish content-oriented synergies in TVET. It will also act as a springboard for trans-regional action, involving innovative UNEVOC Centres in Europe, the Asia-Pacific region, and Africa.

The five thematic work streams of engagement for the BILT project are:

- Entrepreneurship and TVET
- Greening TVET
- Migration and TVET
- Digitalization and TVET
- New Qualifications and Competencies in TVET

2. Purpose of the Assignment

This Consultancy will address one of five work streams within BILT, specifically *New Qualifications and Competencies in TVET*.

The goal of this work stream is to identify qualifications and competencies for relevant TVET careers in the future under two different aspects:

First, the focus will be on new qualifications and competencies in Europe and how they are introduced into curricula, training regulations and occupational profiles (systemic level). Here two approaches shall be in focus. The integration of crosscutting competencies and the integration of additional competencies.

Second, the focus will be on practical examples in the field of initial and continuing TVET and in the field of upskilling (practical level). Here, the wider BILT project (not the Consultant) will assemble a collection of good pilot initiatives and products in the BILT work streams.

In all instances, the primary focus is on innovative current practices and approaches in Europe. Materials produced in other BILT work streams shall be considered, if relevant and available.

3. Duties/Tasks and Expected Output:

Activities explained below are leading to a platform for partnership and peer learning, highlighting a report, implementation pathways and practical examples, on how to bring new qualifications and competencies into practice.

Under the direct supervision of the Project Officer, and in cooperation with the UNESCO-UNEVOC programme staff and its partners, the Consultant will undertake the following tasks:

- **Activity 1:** Trend Mapping in New Qualifications and Competencies in TVET (led by Consultant). The Trend Mapping activity consists of the following components:
 - **1.1 Literature review** to present preliminary findings from 10-15 examples of *New Qualifications and Competencies* within the BILT work streams in European TVET systems. Review the existing body of knowledge created in the area of *New Qualifications and Competencies* by stakeholders such as the European Commission, CEDEFOP, the OECD, and others. This will inform the next two components.
 - **1.2 Implement an online questionnaire** on the topic submitted to the UNEVOC Network and UNEVOC's online *TVeT* Forum members. (i) Briefing note (approx. 1100 words) that contains background information about the topic and a brief description about the objectives and structure of the study. (ii) Detailed questionnaire to send to TVET stakeholders who are members of UNESCO-UNEVOC's global platform, the UNEVOC Network, and other partners, in order to map the trend of *New Qualifications and Competencies* in TVET in institutional culture, the relationship with the local skills eco-system, and products and processes. The Briefing note and questionnaire form the basis of the communication with targeted UNEVOC Centres and other partners, to be identified in consultation with UNESCO-UNEVOC and BIBB.
 - **1.3 Moderate a virtual UNEVOC TVET conference** on *New Qualifications and Competencies in TVET*. (i) Moderate a 1-2 week virtual conference (international audience), to share the initial findings of the work and help further develop the final report. The purpose is to engage the TVET community in discussions on *New Qualifications and Competencies in TVET*, and receive feedback from a wide range of TVET stakeholders on the initial findings of the

- trends analysis study. (ii) Produce a summary report (approx. 3000 words) capturing the main outcomes of the virtual conference by region.
- **1.4 Final Trends Analysis report** of new qualifications and competencies in BILT thematic strands.
Draft a trends analysis report (sections ii-vii 15,000 to 20,000 words long) consisting of: (i) an executive summary; (ii) a clear introduction and background on *New Qualifications and Competencies* in European TVET and internationally, including understandings and its application to TVET at the policy and systems levels; (iii) a final literature review of publications, journal articles, position and working papers and reports from a variety of sources on *New Qualifications and Competencies* in TVET and the lessons learnt; (iv) 10-15 examples of *New Qualifications and Competencies* in TVET from the European UNEVOC Network and other partners; (v) discussion/analysis on *New Qualifications and Competencies* in TVET, conducted on the basis of examples collected and the discussions through the virtual conference and questionnaire; (vi) conclusion, including challenges and recommendations/solutions, and outlook on future implications for TVET and *New Qualifications and Competencies* in general; (vii) references; (viii) Annexes, including the virtual conference summary report.
 - **Output 1:** High-quality, practically oriented trends mapping document on new qualifications and competencies, with examples of how different countries and TVET systems address this challenge in Europe and other regions, including:
 - Emerging future oriented qualifications for relevant TVET careers (e.g. in the thematic strands of BILT, but also beyond)
 - Emerging key competencies, and the changing role of competence for relevant TVET careers
 - **Activity 2:** Participate as a Subject Matter Expert in the area of *New Qualifications and Competencies in TVET*, in the following events:
 - A thematic workshop in Switzerland in November 2019
 - A two-day UNESCO event in Bonn, Germany, during the week of December 2-6, 2019.
 - In partnership with the German Federal Institute for Vocational Education and Training, actively participate in a two-day BILT Learning Summit designed to present the project findings from all five of the BILT work streams, and position for the subsequent round of the BILT project which focusses on bridging with African and Asian UNEVOC Centres. Q3 2020 timeframe.

4. Timetable and Deliverables

This consultancy will come into effect after review of submitted proposals, and shall expire after the BILT Learning Summit in Q3 2020 upon satisfactory completion and delivery of the services described herein.

Activity 1:

- Literature Review completed by mid-October, 2019
- Implementation of Online survey completed by end of October, 2019

- Virtual Conference completed by end of November, 2020
- Trends Mapping Document completed by end of June, 2020

Activity 2:

Various as per Activity 2 description

5. Qualifications

A relevant university degree and relevant experiences in comparable work.

6. Supervisory arrangements

This position will report to the BILT Project Officer, UNESCO-UNEVOC International Centre for Technical and Vocational Education and Training.

Duty station is Bonn, Germany, with the possibility to work remotely.

Other Information:

Data protection

The Consultant agrees that any personal information (name, telephone, email address, address etc.) shared by UNESCO-UNEVOC shall only be used for the work covered under this contract. This information shall not be used or disseminated after the contract period or for any other purpose. All records of the personal information shared must be deleted after the contract period.

In order to perform the tasks herein, the Contractor should be able to work at the UN Campus in Bonn, Germany, in addition to undertaking specific missions as detailed in Activity 2. Prior to undertaking this, the Contractor shall complete the following mandatory UNDSS security-training course BSAFE and obtain the appropriate certificate of completion.

The training module is to be completed online at <https://training.dss.un.org/>.

Upon completion, a certificate will be issued online, and shall be submitted to UNESCO-UNEVOC.