

TERMS OF REFERENCE

Subject:	Development of the “Electrical Installation” short-term (modular) program for ALE, based on standards validated and approved by the National Qualifications Authority (NQA) and in accordance with the National Qualifications Framework in Kosovo
Client:	DVV International Kosovo
Project:	Professionalization of Adult Education Centres in Europe
Location:	Kosovo
Deadline for expression of interests:	20.11.2022
Contact e-mail:	ralija@dvv-international-ks.org

BACKGROUND

DVV International is the Institute for International Cooperation of the Deutscher Volkshochschul - Verband e.V. (DVV), the German Adult Education Association. DVV represents the interests of the approximately 900 adult education centres (Volkshochschulen) and their state associations, the largest further education providers in Germany. As the leading professional organisation in the field of Adult Education (AE) and development cooperation, DVV International has committed itself to supporting lifelong learning for more than 50 years. DVV International provides worldwide support for the establishment and development of sustainable structures for Youth and Adult Education.

1. GOAL OF THE PROJECT

During the project period 2022-2024, DVV International in Kosovo will support the Agency for Vocational Education and Training and Adult Education in Kosovo (AVETAE) through development of short-term (modular) programs for ALE and the use of these programs within the framework of 6 Competence Centers (CoCs) and 8 Vocational High Schools (V.H.Sch) in Kosovo.

To achieve this goal, as first step one research was carried out, on the preliminary state of the technical and professional capacities of the six COCs and eight selected vocational schools from the eight main regions in Kosovo (Pristina, Podujeva, Prizren, Peja, Ferizaj, Mitrovica, Gjilan and Gjakova), and also regarding the challenges for the development of programs for short-term courses and their implementation.

In this regard, DVV International in Kosovo is looking for two external experts which will develop the new ALE short-term (modular) program for the occupation “Electrical Installation”. This program will be developed based on validated standards for occupation Electrical Installation by the National Qualifications Authority (NQA) and in accordance with the National Qualifications Framework in Kosovo.

1.2. Responsibilities for elected experts

To achieve they tasks the two elected external experts will undertake the following services:

- During the development process of the new ALE short - terms program for the occupation - Electrical Installation, the two elected experts will work closely with DVV International office in Kosovo, 6 CoCs, 8 V.H.Sch, AVETAE, and MESTI.
Analyze the occupational standard validated by the NQA, in coordination and consultation with Agency for Vocational Education and Training and Adult Education (AVETAE).
- Drafting of the new short-term (modular) ALE program, for occupation Electrical Installation, taking into account the results and recommendations obtained from the preliminary research report financed from DVV International and presented on 09.11.2022;

- Organize the presentation / workshop, for the first developed ALE draft – program, for occupation “Electrical Installation”;
- Summary of recommendations from the participants in the organized workshop for the presentation of the first draft of the new ALE - developed program;
- Develop the final version of the new ALE program for the occupation - Electrical Installation;
- Delivery of the final version of the new developed ALE program, to the DVV International AVETAE, 6 CoCs, and 8 elected V.H.Sch.
- Recommend steps that can be taken to secure implementation of the short-term (modular) program for ALE within CoCc and VHSch.

Time frame

Start of the development of the new program – November 21, 2022. Duration of the project up to January 31, 2023.

1.3. The local experts we are looking for should:

- Have completed higher education (Master or Doctorate, for the occupation electrical installation);
- Have at least 5-year experience in the field of electrical installation;
- Be able to demonstrate sound knowledge on Adult Education;
- Have Analytical and writing skills, for ALE programs development;
- Fluency in Albanian and English languages.

2. Application Procedure

- CV-s of two local experts, to be involved in the assignment in English;
- Examples of previous relevant experience;
- A detailed financial proposal with all expected costs indicating the vat.

3. Right of use

The Principal has the exclusive and unlimited right to use the results fulfilled by the contract. The transfer of this Right of Use is complete with the payment made to the Contractor. The Contractor has Right of Use permission strictly limited for personal non-commercial purposes. Transfer of the Right of Use is available only for AVETAE, MESTI and DVV International, other parties are excluded.

Deadline for application is 20.11.2022.

The Interested applicants should send their proposal documents in electronic form in English language to the: Mr Ramadan Alija, Country Director DVV International, Kosovo;
E-mail address: ralija@dvv-international-ks.org

4. Evaluation criteria of proposals

The proposals will be assessed according to the following criteria:

- Qualifications of the national experts;
- Examples of previous relevant experience;
- Financial proposal - best cost-service relation.