

## TERMS OF REFERENCE

<b>Subject:</b>	Organisation of a <b>two-days ALE- Conference in Kosovo (October – December 2022)</b>
<b>Client:</b>	DVV International Kosovo
<b>Project:</b>	Professionalization of Adult Education Centres in Europe
<b>Location:</b>	Kosovo
<b>Deadline for expression of interest:</b>	10.11.2022
<b>Contact e-mail:</b>	<a href="mailto:ralija@dvv-international-ks.org">ralija@dvv-international-ks.org</a> ;

DVV International is international branch of the German Adult Education Association (DVV). It works worldwide to promote and support adult learning as a key to poverty reduction. Building on DVV's knowledge and experience as a national association of adult learning providers, DVV International seeks to develop and share best practices in the field of adult education. The project approach of DVV International, targeting improved conditions in policy, legislation and financing (*macro level*), as well as professionalism in practice and theory for adult education (*meso level*), necessarily requires cooperation both with government institutions such as, for example, ministries as well as with universities, associations, civil society organizations and other professional educational organizations. The project portfolio is supplemented with the support of our partners by the creation of exemplary, concrete learning opportunities especially for disadvantaged population groups (*micro level*). This makes DVV International the only worldwide professional organization in the field of adult education and development.

### **ALE- Conference in Kosovo - 2022**

Through this national conference in Kosovo , we emphasize the needs for reskilling and up skilling, which are necessary to meet the changing needs of societies and the world of work brought about especially by the green and digital transitions. We recall the 2030 Agenda for Sustainable Development, adopted by the United Nations (UN)General Assembly in 2015, and are committed to achieving the 17 SDGs. We recognize that lifelong learning is critical to all 17 goals and that, as a core dimension of lifelong learning, ALE is key to their achievement. We especially reaffirm our commitment to SDG 4, through which Member States have committed to 'ensure inclusive and equitable quality education and promote lifelong learning opportunities for all'. We recall the Berlin Declaration on Education for Sustainable Development, which reaffirms the importance of education for sustainable development, adopted in May 2021, and invite adult learners to help achieve its 16 recommendations. We also acknowledge the report from the International Commission on the Futures of Education (UNESCO, 2021), Re-imagining our futures together: A new social contract for education, which asserts the right to quality education throughout life and underlines the transformative power of education for building a sustainable future. We reaffirm that ALE is a key component of lifelong learning , nothing that ALE policies and practices apply to a wide range of ages, education levels, learning spaces and modalities, and recognizing that lifelong learning is the major engine of a learning society at different levels, involving individuals, families, organizations, workplaces, neighborhoods, cities, and regions.

### **Goals the ALE - Conference in Kosovo**

During the ALE-Conference, member organizations of ALE-NK ( Adult learning and Education Network Kosova) and other possible participation ALE organizations from Kosovo , will be taken into the topic of choice, starting from the context in which ALE operate in Kosovo .

We will subsequently do well into the Kosovo policy framework (Kosovo Education Strategic Plan - KESP -2022-2026 and Action Plan for implementation of KESP) that is supposed to provide the tools useful to read our society and the changes it bears.

In fact, all of these will contribute to the goal that the ALE Platform has always been pursuing: better (and more sustainable) societies through ALE.

## Components for preparation and implementation of the ALE- Conference in Kosovo – 2022

1. Collection of offers for the organizing and implementation of the ALE- Conference in Kosovo, in Kosovo;
2. Selection of the best offer /organization who will provide the preparation and implementation of ALE- Conference in Kosovo - 2022 ;
3. Development and the implementation of the program for ALE- Conference in Kosovo in cooperation with member organizations of ALE- NK , and other relevant ALE actors from Kosovo , in coordination with the DVV International office in Kosovo;
4. Publication of the program for ALE- Conference on the portals in at least two official online newspapers in Kosovo, and social networks (FCB, etc.);
5. Selection and contracting of moderators and experts (speakers-presenters) from Kosovo , where the activities during the ALE- Conference in Kosovo will be implemented;
6. Design of banners, roll-up, posters , in coordination with the DVV International office in Kosovo and their promotion /publication during the ALE- Conference in Kosovo ;
7. Organizing and implementing the activities foreseen within the ALE-Conference / program, in Kosovo;
8. Gathering of ALE- Conference results and recommendations /outcomes from the organized conference;
9. Design and publication (printing) of a brochure (200 copies), with reflection of all events during the ALE- Conference in Kosovo – 2022 , and its submission to DVV International - office in Kosovo.
10. Prepare the final narrative and financial report of the ALE- Conference in Kosovo - 2022, and handover to the office DVV International in Kosovo.

### Time Frame

**Start of the project – October 2022. Duration of the project app.15 December 2022.**

		Oct. 2022	Nov. 2022	Dec.2022	Responsible
1.	Collection of offers for the organizing and implementation of the ALE- Conference in Kosovo, in Kosovo;				DVV International
2.	Selection of the best offer /organization who will provide the preparation and implementation of ALE- Conference in Kosovo - 2022 ;				DVV International
3.	Development of the program for ALE- Conference in Kosovo in cooperation with member organizations of ALE- NK , and other relevant ALE actors from Kosovo , in coordination with the DVV International office in Kosovo;				Elected organization
4.	Publication of the program for ALE- Conference on the portals in at least two official online newspapers in Kosovo, and social networks (FCB, etc.);				Elected organization

5.	Selection and contracting of moderators and experts (speakers-presenters) from Kosovo , where the activities during the ALE- Conference in Kosovo will be implemented;				Elected organization
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9.	Design and publication (printing) of a brochure (200 copies), with reflection of all events during the ALE- Conference in Kosovo – 2022 , and its submission to DVV International - office in Kosovo.				Elected organization
10	Prepare the final narrative report of the ALE- Conference in Kosovo - 2022, and handover to the office DVV International in Kosovo.				Elected organization

### Selection criteria

- Extensive experience in organizing and implementation of promotion events (Conferences , round tables , publication materials. etc. ) for ALE activities;
- Team and experienced staff and practitioners, able to prepare and implement programs (Agenda) for promotion events in the field of ALE;
- Good cooperation with member organizations of ALE- NK ,and other ALE state and non-states stakeholders in Kosovo;
- Ability to communicate and produce documents in Albanian, Serbian and English languages ;
- Ability to offer cost-effective budget.

### Proposal

- Registration Certificate and CV of the organization;
- Portfolio with description of similar previous experience:
- Costs calculation for two-days ALE- Conference – 2022 in Kosovo.
- All documents should be sent in to the E-mail; [ralija@dvv-international-ks.org](mailto:ralija@dvv-international-ks.org) from publication of this Call until November 10<sup>th</sup>,2022.

Ramadan Alija  
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