

## Terms of Reference

### Research on Provision of Vocational Education in Basra Governorate

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<b>Description of assignment:</b>	Research on Provision of Vocational Education in Basra Governorate
<b>Post Level:</b>	International Consultant
<b>Duty Station:</b>	Basrah/Iraq & Home base
<b>Period of assignment/services:</b>	100 Working Days
<b>Estimated Starting Date:</b>	1st September 2016 till 30th December, 2016

(Date when the selected candidate is expected to start)

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#### 1. Background:

The deep economic crises in Iraq related to the decline in the oil prices and the financing needs related to war with ISIS led to dramatic deterioration in the economic activities, public finance management and the overall macroeconomic stability of the country. The private sector consumption and investment as well as the public spending were reduced dramatically in the last two years, which lead to decrease in job creation and increased the unemployment. The groups affected mostly are the young, socially disadvantaged and women.

The main sector in Basra which generates employment is the Oil and Gas Industry. The Oil Companies' analysis demonstrates the lack of qualified workers in many of the professions, especially those which are labour intensive (rigging, pipefitting, welding and earth-moving). Moreover, there is lack of qualified work force also in the Oil sector support services like ports and environment protection.

There are also number of support sectors to this industry which are also potential generators of more jobs. Those are ports and transportation as well as environment related occupations

In other words the labour market supply cannot meet the demand in the main sector generating income and employment in Iraq and especially in Basra, the capital of Southern Iraq.

The present assignment has the objective to provide information and analysis for the benefit of Basra governorate, UNDP and international donors in regards to:

- Identification of most needed professions in the main sectors generating employment (MSGE) in Basra governorate
- Research on Vocational Training Providers for those professions in Basra and the regions
- Research on the availability of International Standards and best practices in VET for the identified professions
- Provide recommendation for minimal educational standards for acquiring the identified professions.

#### 2. Approach, Methodology, Scope of Services, Expected Outputs and Completion

##### 2.1 Approach and Methodology

The assignment will consist of desk research, Stakeholder identification, in-depth interviews (including development of questionnaires') and elaboration of an analytical report

## 2.2 Scope of Services

The assignment envisages the following activities (not extensive list, based on the first month of implementation and review of the work by the direct supervisor, the activities will be subject to change):

1. Identification of previous initiatives in Basra in regards to VET in the MSGE. Research should be done among UN programmes, donor community, Chamber of Commerce and other relevant stakeholders
2. Identification of main employers in MSGE in Basra and their activities related to qualification and pre-qualification of personnel
3. Elaboration of questionnaire for identification of most needed professions on the labor market for MSGE
4. Identification of other providers of VET and TVET (Technical VET) for MSGE
5. Research on International best practices in VET and TVET standards for the identified professions
6. Proposal for minimum standards for the identified professions
7. Final report

## 2.3 Deliverables, Outputs, and Timeline:

The main deliverables are:

1. Report on previous initiatives in VET in MSGE in Basra
2. Report on the labour needs of the Oil companies in Basra and Identification of the most needed professions in the MSGE. (at least 10 professions are identified)
3. Report on best International practices and standards in VET for the identified professions
4. Report on providers of VET and TVET for the identified professions
5. Final report with recommendations for the future development of the VET and TVET for MSGE

### 3. Key Performance Indicators during implementation of Services

- The Key performance indicators are directly linked with timely and quality submission of the deliverables above.

### 4. Reporting:

The consultant will work closely with the LADP coordinator in Basra and will report directly to the LADP Programme Manager.

### 5. Travel Plan:

The work shall be done in Basra/Iraq and Home base in total 00 working Days, 80 Days field work (Basra/Iraq) & 20 Days home base.

### 6. Competencies:

- **Job Knowledge and Technical Expertise:** Demonstrates in-depth knowledge of the respective area of expertise, international and Iraqi legislation, processes and procedures with a special emphasis on local policies, decentralization (law 21). Good knowledge of international standards and practices; able to provide mentoring and on-job training; establishes goals and priorities and is able to plan, coordinate and monitor own and groups work plans; promotes a knowledge sharing culture; in-depth knowledge and practical experience in the processes and formulation of development strategies.
- **Communication:** Speaks and writes clearly and effectively; is able to communicate complex technical issues and ideas in a clear and concise manner; listens to others, correctly interprets messages and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates

openness in sharing information and keeping people informed; communicates with diplomacy and tact.

- **Client Orientation:** Establishes and maintains productive partnerships with clients by gaining their trust and respect; identifies clients' needs and matches them to appropriate solutions; focuses on impact and result for the client and responds positively to feedback; monitors developments inside and outside the clients' environment to keep them informed, anticipate problems and identify opportunities.
- **Teamwork:** Works collaboratively with colleagues to achieve goals and promotes good team spirit; possesses good interpersonal skills and maintains strong relationships with colleagues and partners; able to work in a multi-cultural, multi-ethnic, mixed gender environment with sensitivity and respect for diversity; recognizes and responds appropriately to the ideas, interests and concerns of others.
- **Conceptual innovation in the Provision of Technical Expertise:** Actively seeks to improve programmes or services; offers new and different options to solve problems; promotes and persuades others to consider new ideas; has proven analytical and evaluative skills, and the ability to formulate solutions.

## **7. Qualifications and Requirements:**

### **A. Education:**

- Advanced university degree in Oil and Gas engineering, environment, VET or other similar to the assignment.

### **B. Work Experience:**

- Minimum 3 years of experience in research, community development, labour market or other fields relevant to the assignment (research activities during University study will be considered also as experience)
- Experience in international development projects.
- Experience in conducting assessment studies related to economic development or labour market.
- Experience in working directly with governmental and local authorities.

### **C. Other qualification:**

- Experience in crisis/ post-conflict contexts will be considered an asset
- A team player with an ability to lead a team of experts and stakeholders; promote consensus by advocating, promoting and inspiring others to form alliances for common goals;
- Ability to prioritize and complete the task in a very limited time span under pressure.

### **D. Language:**

- Fluency in English both written and oral.
- Fluency in Arabic both written and spoken will be an asset.

## **8. Criteria for Selection of the Best Offer**

The following criteria shall serve as basis for evaluating offers:

- Combined Scoring Method – where the qualifications and methodology will be weighted a maximum of 70%, and combined with the price offer which will be weighted with a maximum of 30%.
- Only candidates obtaining a minimum of 70% points in the technical evaluation will be considered for financial evaluation.

**Technical Criteria weight**

<b>Relevance and responsiveness of candidate's past experience and qualification based on submitted documents:</b>				<b>Max. Point 100</b>	<b>Weight</b>
<b><u>Technical</u></b>	1	Advanced university degree in Oil and Gas engineering, environment, VET or other similar to the assignment.	30	100 Points	70%
	2	a) Minimum 3 years of experience in research, community development, labour market or other fields relevant to the assignment (research activities during University study will be considered also as experience); b) Experience in international development projects; c) Experience in conducting assessment studies related to economic development or labour market; and d) Experience in working directly with governmental and local authorities.	50		
	3	Fluency in English both written and spoken Fluency in Arabic both written and spoken will be an asset.	15 5		
<b><u>Financial</u></b>	<b><u>Lowest Offer / Offer*100</u></b>				30%
<b>Total Score = (Technical Score * 0.7 + Financial Score * 0.3)</b>					