



WESTERN BALKANS
ALLIANCE FOR
WORK-BASED
LEARNING



Education
Reform
Initiative of
South
Eastern
Europe



WITH FUNDING FROM
AUSTRIAN
DEVELOPMENT
COOPERATION

OPEN CALL FOR THE EXPERT ON METHODOLOGY FOR REGIONALLY-BASED OCCUPATIONAL STANDARDS

Contracting authority (Contractor): Education Reform Initiative of South Eastern Europe (ERI SEE)

Related project: Towards regionally-based occupational standards (TO REGOS)

Funded by: Austrian Development Agency (ADA) with funding from Austrian Development Cooperation (ADC)

Assignment: Providing expertise on the methodology (steps, processes and formats) to be used in the development of regionally-based standards of occupations to the Western Balkans Alliance for Work-based learning (WBA for WBL) during one meeting of the WBA for WBL: *Meeting for the fine-tuning of the Common Regional Framework for the development of regionally-based occupational standards*)

Duration of the assignment: 3 days (1 day preparation for the meeting, 1 day moderation and providing expertise in the meeting, 1 day deliverables after the meeting)

Expected date of the assignment: Meeting will be organised on 15th of May, 2019. Reporting should be completed within 7 days following the meeting

Application deadline: 25th April 2019

Documents needed for application: CV justifying the expertise needed, Letter of Interest

Eligibility: the Call is open to individual consultants or consulting companies

Number of experts needed: 1 or 2

Expert's Fee: To be agreed between the expert/s and the Contracting Authority (Education Reform Initiative of South Eastern Europe – ERI SEE)

N.B.: The Contracting Authority (ERI SEE) reserves the right to engage 1 or 2 experts, depending on their expertise and the Contractor's needs. The tasks and fees will be appropriately divided in case the Contracting Authority opts for 2 experts. Contracting authority also reserves the right to expand the assignment with additional tasks for the selected expert/s, which will be the subject of a separate contract under the conditions agreed between the Contractor and expert/s.



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Terms of Reference for

Expert on methodology for regionally-based occupational standards

for the project *Towards Regionally-based standards of occupations* (TO REGOS) funded by the Austrian Development Agency

Background information:

The Education Reform Initiative of South Eastern Europe (ERI SEE) is a regional platform for cooperation in the field of education and training. ERI SEE is established by the Memorandum of Understanding on the Role and Organisation of the Education Reform Initiative of the South East Europe, signed at Brdo, Slovenia, on the 5th June 2010 (2010 Brdo MoU) as an international organization. ERI SEE supports sustainable education reforms through regional cooperation. It aims at fostering shared European standards in education and training for a rapid integration of its member countries into a wider European area of education, thus contributing to the success and sustainability of the EU integration process. ERI SEE takes into account both country-specific needs and demands in education reforms, as well as present trends in the development of the envisaged European area of education. Members of ERI SEE are signatory parties and acceding parties to the 2010 Brdo MoU. Those are: Albania, Bosnia and Herzegovina, Croatia, Macedonia, Moldova, Montenegro and Serbia. Kosovo* participates in ERI SEE activities as an associated partner. ERI SEE institutional structure consists of a Governing Board, a Consultative Body and a Secretariat.

One of the areas prioritized by the ERI SEE is Vocational Education and Training and its modernization. For this reason, ERI SEE, in cooperation with the VET agencies and Chambers of commerce for the region, gathered under the Western Balkans Alliance for Work-based Learning (WBA for WBL), developed a project proposal on the development of regionally-based standards of occupations, funded by the Austrian Development Agency with funding from Austrian Development Cooperation.

Standards of occupations are the documents relevant for the modernization of the VET as they collect, systematize and emphasize the relevance of input received from the business sector on the skills, knowledge and competences needed at the labour market and thus respond to the skills mismatch identified in all the economies of the region. Regionally-based standards of occupations create the common quality structure of standards of occupations and make sure that the identified skills, knowledge and competences really address the needs of the labour market in the whole region, thus allowing for greater mobility of the labour-force and greater employability of young people.

The activities planned within this project include the following outputs in the course of 26 months:

Output 1: Increased cooperation between private and public sector supporting national activities

Output 2: Methodology for regionally-based occupational standards

Output 3: 5 regionally-based standards of occupations

Output 4: Adoption of 5 regionally-based standards of occupations

Output 5: Translation of adopted standards of occupations into standards of qualifications

Output 6: Analysed possibilities for regional standards of qualifications

During the activities preceding the project, the Common Regional Framework (CRF) to be used in the development of the regionally-based standards of occupations was developed. The CRF is to be fine-tuned further with more concrete definition of steps and forms to be used in regional activities within the project.

This Call for proposal and Terms of Reference refer in particular to the further development and elaboration of already existing Common Regional Framework, agreed by the participating parties.

Purpose of the Call for Proposal:

- providing expertise on the methodology (steps, processes, criteria and formats) to be used in the development of regionally-based standards of occupations to the Western Balkans Alliance for Work-based learning (WBA for WBL) during one meeting of the WBA for WBL (*Meeting for the fine-tuning of the Common Regional Framework for the development of regionally-based occupational standards*).

Objectives and scope of the assignment:

The provision of external expertise includes but is not limited to:

- Moderation and guidance of discussion during the meeting,
- Providing advice and relevant experience on the matter,
- Providing justified opinion on the processes, procedures, criteria and formats to be used when developing regionally-based standards of occupations,
- Anticipating challenges and providing potential solutions to them
- Development of agreed deliverables

Tasks:

- Preparation for the Meeting for the fine-tuning of the Common Regional Framework for the development of regionally-based occupational standards, by:
 - analysing the existing Common Regional Framework and template for regionally-based standard of occupations (to be provided by the Contracting Authority)
 - analysing steps, roles and responsibilities of national parties involved in the development of occupational standards at national levels (to be provided by the Contracting Authority); and
 - delivering the list of open questions to the Contracting Authority one week prior to the Meeting
- Moderation and guidance of the discussions during the *Meeting for the fine-tuning of the Common Regional Framework for the development of regionally-based occupational standards*
- Provision of expertise during the Meeting
- Provision of assistance in anticipating potential challenges and providing solutions to them

- Reaching conclusions on the Common Regional Framework and elaboration of the existing Common Regional Framework
- Facilitate the discussion and come to the conclusion on the final version of the template to be used for regionally-based standards of occupations, (based on already existing template) Lead the discussion on the terms used in the Common Regional Framework and assist in defining these terms so that the common understanding and agreement on terminology is reached

Deliverables:

- Minutes of the meeting with conclusion
- Final form of the template to be used in the development of regionally-based standards of occupations
- Glossary of terms and terminology to be used in the Common Regional Framework and templates

The deliverables are to be submitted within 7 days from the end of the Meeting. Potentially, further elaboration of the Common Regional Framework in the written form, could be requested from the expert/s - subject of a separate contract.

Competencies and expertise needed:

- Proven experience, knowledge and understanding of the process of developing standards of occupations in at least 2 ERI SEE countries (min. 5 years)
- Proven experience in moderation
- Proven experience in regional cooperation (min. 5 years)
- Proven experience in international projects (min. 5 years)
- Knowledge of English and one local language (written and oral)

Application documents:

- Letter of interest (in an e-mail)
- CV justifying the competencies requested

The Contracting Authority reserves the right to request references.

Submission date:

- 25th April 2019

The results of the Call may include hiring of one or more local or international experts, depending on the expertise of the applicants and needs of the Contractor.