



## TERM OF REFERENCE

### TRAINING EXPERT FOR TRAINING OF TRAINERS ON LEARNING THROUGH PLAY

#### I. Background:

##### VVOB

VVOB – education for development is an organization based in Belgium with more than 35 years of experience in sustainably improving the quality of education systems. VVOB has received support for this from multiple leading funding partners, adding up to a total annual budget of over 13 million euros spread over 10 country programs. VVOB reinforces the capacity of ministries of Education and their institutions to implement their education policies as effectively as possible. This guarantees the sustainability of results. The geographical, thematic and operational choices VVOB makes in each program are informed by relevant research and the policy priorities of VVOB’s partner countries and formulated in partnership with their governments.

##### VVOB Vietnam

VVOB in Vietnam is implementing the project “iPLAY Vietnam – Integrating Play-based Learning Activities among Young learners in Vietnam” in Lai Chau, Ha Giang, Thai Nguyen, Ha Noi, Quang Tri, Da Nang, Quang Ngai and Ho Chi Minh City (12/2019 – 11/2023).

To strengthen the capacity of national trainers of the iPLAY project on Learning through Play (LtP) and integrate learning through play in the teacher professional development system of the education, VVOB is recruiting a Vietnamese training expert to provide a Training of trainer using playful methods on learning through play and Teacher professional Development (TPD) as well as General Educational Program (GEP).

#### II. Role of training expert

- To facilitate a Training of Trainer course (ToT) on LtP and integrate LtP in TPD for maximum 40 national trainers.
  - To co-develop content, training agenda, and facilitation plan of the ToT course with the iPLAY project team
  - To support and co-facilitate training for all national trainers
- To provide technical advice and share practical experience to apply LtP within the content of Vietnamese primary education.
- To review and provide feedback on the national trainers’ performance and qualification during the course and advice on selecting of the trainers who will be mobilized for the training course on LtP in the coming time.

#### III. Tasks and Responsibilities of the training expert

The training expert is expected to conduct the following tasks:

- Research the LtP guide and TPD roadmap developed by the iPLAY project;
- Work as a co-developer to develop content, training agenda, and facilitation plan for the ToT course on LtP;
- Work as a co-facilitator to provide clear and concrete instruction for trainers to assure they can follow the ToT course on LtP smoothly and effectively;
- Work as a monitor and supporter to provide feedback, share experiences to apply LtP for all trainees.

**IV. Expected outcomes**

- Final agenda of the ToT course completed
- Final facilitation plan prepared
- 4-days ToT training on LtP conducted
- Brief report about the course submitted.

**V. Scope of work**

#	Activity	Expected outcomes	Tentative time	Location	Responsibility of training expert
1	Co-development of agenda, facilitation plan of the ToT course on LtP	<ul style="list-style-type: none"> <li>- Training agenda and facilitation plan agreed by both the IPLAY team and the training expert</li> <li>- List of LtP video clips reviewed, analysed and ready to use with guiding questions for the training</li> <li>- Prepare learning materials for the ToT course</li> </ul>	2 days January-February/2021	Hà Nội	- Participate the preparation meeting
2	Conduct ToT course of national trainers	<ul style="list-style-type: none"> <li>- Co-facilitate the course as per agreed agenda</li> <li>- Provide in-depth analysis of LtP methods integrated into the primary education curriculum</li> </ul>	4 days February-March/2021	Đà Nẵng	- Co-facilitate the ToT course
3	Prepare report	<ul style="list-style-type: none"> <li>- Provide feedback to the course</li> <li>- Draft a report on the effectiveness of the ToT course on LtP with recommendations for improvement</li> </ul>	0,5 day March/2021	N/A	- Write and submit report of the course

**VI. Timing:** Tentative time from January to March/2021

**VII. Location:** In Ha Noi and Da Nang

**VIII. Requirement for qualifications of training expert**

The consultant must have the following qualifications:

- Be well-known as strong expert in the primary education sector.
- Have at least a minimum of a master's degree in education or a related field .
- Have at least 10 years of working experience in the primary education sector.
- Be with in-depth knowledge on primary education policies, system, 2018 GEP and practice in Vietnam.
- Have strong track-record in the development of learning activities that integrate LTP principles or different active learning methods have been applied in primary schools.
- Have strong and practical experiences on active teaching and learning in primary school education.
- Be with strong and practical knowledge and experiences on facilitating ToT training course applying playful and participatory training methods.
- Have rich experience in working with INGOs and Educational Institutions.
- Be able to speak English as a preference

The applicant is requested to submit the following documents either in Vietnamese or English:

- An up-to-date CV
- Any material/document as reference related to this task assignment
- Estimated rate and costs for this consultancy package ( including VAT)

Applicant can send documents to **Ms. Vo Thi Tam** - iPLAY Project Coordinator via [tam.vt@vob.org](mailto:tam.vt@vob.org) by 9AM 25<sup>th</sup> January 2021.