



## TERMS OF REFERENCE

Research Study on Dual Training in VIETNAM  
Setting up of a Dual Training Module in HCMC

**March 2014**

Enfants&Developpement (E&D) is looking for a **qualified consultant with background in Technical Vocational Education and Training.**

Contract: 4 months

Location: HCMC

Salary: based on experience (between \$800 - \$1200)

### **Background**

Enfants&Développement is a humanitarian organization founded in 1984 to help Cambodian children victim of war and genocide. Since then, E&D has extended its mission and currently leads projects in Africa (Burkina Faso) and in Asia (Cambodia, Vietnam since 1992 and Nepal).

Over the last 29 years its vocation has remained unchanged, as defined in its statutes: improve the living conditions of the most impoverished children and their families.

This objective is pursued through the implementation of projects the aims of which are determined by the local context and the needs of the target population, in the areas of health, education and social support. The association's strong point is the partnership relation that has been set up since over 20 years in several countries with local actors, particularly NGOs and authorities at local and national levels in order to support national policies of development.

E&D has been working in Vietnam since 1992, in different provinces of the country. Among the projects implemented, E&D set up in 2007 a project called "child friendly communities and District" in the province of Lao Cai. This project lasted 5 years.

Currently, E&D leads a Family Development (FD) program established in 5 wards of District 8 in HCMC. The FD program, is an innovative social work methodology recognized as being particularly effective in urban settings (E&D has implemented similar programs in Cambodia, Nepal and Burkina Faso).

In 2013, based on an analysis of the needs of followed beneficiaries, E&D strengthens the economic stream of the program by setting up a new comprehensive project: a vocational training and job placement project.

This project aims at linking social and economic support by helping vulnerable young in their professional integration. With this objective in mind, the project sets up counseling and professional orientation support towards the most deprived young people. This support is implemented following a specific methodology:

: personalized follow-up (regular home visits and meetings at the social guidance center) over a mean period of 6 months by experienced social workers, active listening, analyze of the root difficulties of the young, referral to training centers, schools, companies and other services, workshops, training etc. In parallel, the project aims at

linking training centers, companies and the society in professional integration fields and at facilitating their coordination (promotion of diversity in training centers and companies).

This project has been designed with the objective to contribute to the fight against poverty, by providing, thanks to a personalized follow-up, the means to vulnerable young people to integrate into social and professional life in the long term.

The VTP project is based on a strong collaboration with the local authorities of the intervention area at District and ward level. It also relies on strong relationship with local social actors, training centers and companies.

The VT project started in January 2013. The first phase mainly focused on the creation of conditions ensuring the start of project's activities. Those steps were all the more essential as the setting up of sound project coordination and implementation structures and the participatory preparation of action plans govern the smoothly implementation of activities in the years to come. The second phase focuses on strengthening the activities on counseling and orientation support in the area of intervention and on the implementation and development of dual trainings for vulnerable young people in HCMC.

Within this framework, it is proposed that a consultant:

- Performs a study on Vietnam's dual education system and presents recommendations on key issues, policies and strategies on developing dual education training for vulnerable young people in HCMC.
- Support E&D in setting up a dual training module in HCMC for vulnerable young people.

## **MISSION 1: Research Study on Dual Training in Vietnam**

### **1. Objectives of the study:**

This research study aims at analyzing the dual training framework in Vietnam and providing recommendations and strategies to develop dual training. Special emphasis will be put on conditions and opportunities in HCMC to set up dual training for the most deprived young.

The results of the study will serve as the main basis for developing a dual training module in HCMC.

The main objectives of the study are:

- a. Outline of Vietnam's technical and vocational education and training (TVET) system, looking in particular at the dual system framework.
  - Literature review of Vietnamese legislation: what does the legislation on vocational and dual training
  - Analysis of national plan about dual training
  - Interest for the GIZ – TVET Program, in particular the development of dual training
- b. Analyze the context and the opportunities to provide dual trainings to vulnerable young in HCMC
  - Assessment of dual training offer in HCMC, in particular for vulnerable young people.
  - Guidance on school readiness for scaling up, design and development of dual training
  - Guidance on societies readiness to collaborate with vocational training centers and welcome vulnerable young student
  - Guidance on sectors of predilection for setting up dual training (based on the needs and gaps of skills of vulnerable young in HCMC).
- c. Provide insight and recommendations for the development of dual trainings for vulnerable young people in HCMC

- What is the relevance of setting up dual training for vulnerable young people?
- What are the needs and gaps in skills of E&D's current and potential beneficiaries?
- What are the role and modalities of participation of vocational training centers, societies and authorities?
- Strategies and advices to set up dual training for vulnerable young people in HCMC

## **2. Methodology**

Hereafter are some requirements for the evaluator. However the list is not exhaustive and the evaluator/evaluation team has to propose its own methodology plan.

### **Review of existing data and literature**

The methodology will include a phase of documentation review including:

- Review of project documents
- Relevant laws/policies and National Plans of the Government in Vietnam
- Any existing national strategies/action plans for the next 3-5 years
- Collect and study existing documentation related to the problem identified (e.g., reports, evaluations, statistics, literature) : reports published by organizations involved in social work, vocational training, dual training, evaluations, researches by academic researchers from universities or research centers.

### **Field work**

- Interviews, observations to be conducted and consultations (focus group discussion) with direct and indirect beneficiaries, training centers, companies, authorities...
- Initial half day workshop with E&D staff to get a view of the main expectations regarding the study and points to explore, priorities, sensitive issues to deal with etc....

## **3. Timeline**

The tasks below will need to be completed by the consultant during the first 2 months of the contractual period:

- Research: as soon as the contract is signed
- Data cleaning and preliminary finding restitution: maximum 1 month after the start of the contract  
The consultant will present to and discuss with E&D his/her preliminary findings in a restitution workshop, and take the comments into consideration in the report
- Draft report: maximum 6 weeks after the start of the contract
- Final report: maximum 2 months after the start of the contract

## **4. Final Report**

The research study will result in the drawing-up of a report edited in English or French including executive summary that should appear at the beginning of the report. The report should focus on the key issues of the research study, outcomes of the main points of the analysis, and should clearly indicate conclusions, lessons learnt, and specific recommendations. The final evaluation report should be submitted on hard and soft copy. The draft of the final report must be submitted to E&D two weeks before the due date of the final report. Opinions of E&D will be incorporated in the draft report for finalization.

## **MISSION 2: Setting up of a dual training module in HCMC**

### **1. Objectives of the project:**

The proposed project aims to support the development and initial phases of delivery of a pilot dual training module in HCMC for vulnerable young people.

The main objectives of the project are:

- a. In collaboration with E&D, identify and select potential partners (local authorities, vocational training center, societies and E&D staff) to set up a pilot dual training module
  - Identify vocational training centers to set up a dual training module
  - Identify partner societies to provide job placements to the trained youth.
  
- b. Collaborate with the partners, as appropriate, to facilitate project development and implementation.
  - Contribute to the design of a pilot dual training module based on the needs and gaps of skills of vulnerable young in HCMC
  - Contribute to implement a pilot dual training module;
  - Participate to the development of tools and procedures to set up and monitor the coordination between the vocational training center and the societies

## **APPLICATION**

### Requirements for the consultants:

- Expertise in technical and vocational education. A background in social work would be appreciated: social inclusion / community development;
- Very good understanding of social exclusion and professional integration issues. Knowledge of the TVET system in Vietnam would be appreciated;
- Ability to actively seek and improve services, offer new and different options/initiatives, promote and persuade others to consider new ideas;
- Extensive project implementation experience on vocational education settings;
- Proven experience in research study;
- Strong analytical skills;
- Good technical drafting and report writing skills;
- Completely fluent in Vietnamese - proficiency in English and/or French is essential.

It is expected that the consultant will complete the following tasks:

- Conduct the research;
- Analyze data from field research and other available sources;
- Give feedback to E&D;
- Write a full study report in Vietnamese and in English or French;
- Support E&D in setting up a pilot dual training module in HCMC;
- Collaborate with different actors to implement the project;
- Contribute to the design of a pilot dual training module.

**Interested candidates are kindly requested to submit CV in English or French** electronically to [vietnam@enfantsetedveloppement.org](mailto:vietnam@enfantsetedveloppement.org).