



TERMS OF REFERENCE

Design training manual and conduct trainings on transferable skills for teachers

Improving Transferable Skills for Youth in Haiphong (ITSY) Project

1. Project background

Children today live in a world of challenges and opportunities, including new technologies, changing labour markets, migration, conflict, and environmental and political changes. To succeed within this current and future environment, all children need access to quality education and learning develops skills, knowledge, attitudes and values and enables them to become successful life-long learners who can learn, un-learn, and relearn; find and retain productive work; make wise decisions; and positively engage in their communities.

Transferable skills are also known as life skills, 21st century skills, soft skills, or socio-emotional skills, which are often used interchangeably and sometimes include differing sets of skills. They allow children to become agile, adaptive learners and citizens equipped to navigate personal, academic, social and economic challenges. Transferable skills also support crisis-affected children to cope with trauma and build resilience in the face of adversity. Transferable skills include problem-solving, negotiation, managing emotions, empathy, communication, online safety, among others and they work alongside knowledge and values to connect, reinforce, and develop other skills and build further knowledge. Obtaining a wide range of transferable skills will be of considerable help to high school students in their further studies or in their chosen field of employment, whatever that may be.

According to initial assessment of World Vision in Vietnam's Ngo Quyen Area Program (AP) on the high schools in Ngo Quyen District and in consultation with the schools' management boards, there is a need on equipping the computer rooms of their schools in combination with building IT skills and transferrable skills to both their school teachers and students. Therefore, the project "Improving Transferable Skills for Youths (ITSY) project" will focus on providing target schools with well-functioned computer rooms and capacity building for both teachers and students aged 15-18 years old with IT and transferable skills for enhancing school students' readiness in accessing higher education and job opportunities.

The ITSY project will contribute to increase the quality of human resources on information technology and others that meet the demand of economic growth and 4.0 technology



revolution, as mentioned in the Vietnam's Socio-Economic Development Strategy for 2021-2030 with a vision to 2045, and the Vietnam's Education Development Strategic Plan for the period of 2021-2030. The project is also aligned with national education curriculum implemented in Hai Phong City and Ngo Quyen District. Moreover, the project is expected to contribute to the preparedness and provision of high-quality workforce for Samsung Vietnam in the coming years.

Project from 11/2021 – 10/2023 is funded by Samsung SDS and implemented by World Vision. Project will be implemented in 4 target high schools in Ngo Quyen District, including Thai Phien, Thang Long, Marie Curie and Hang Hai high schools.

Design training curriculum and materials, and conduct trainings for teaching and learning transferable skills are key activities to achieve the ITSY project outcomes.

Project is searching for the consultants to provide these services using findings and recommendations from baseline survey and training need assessment.

2. Objectives

- To develop training manuals and materials on:
 - Transferable skills including communications, teamwork, problem solving, leadership to train teachers and students at high schools.

The training manuals are for students' use; therefore, teachers will be trained first. After that, the teachers will use these materials to train their students at their school.

- To involve in all aspects of creating training manuals on transferable skills including lesson plans, student worksheets, and assessment materials (including tests, assignment, etc.)
- To provide trainings to schools' transferable skills teachers

3. Users of manuals

High school students of Grade 10 and 11 at 4 target schools.

High school teachers: IT teacher and teachers who facilitate extra- teaching curriculum such as class master teacher, teacher in charge etc. at 4 target schools.

4. Deliverables



- The curriculum includes lesson plans: method, time duration, required training tools and reference materials: student worksheets, and assessment materials on transferable skills, based on findings from Baseline survey and Training need assessment report.
- Offline trainings to schools' transferable skills teachers, using the curriculum developed, which includes: 3 days for 1 course on interpersonal skills

5. Timeline:

Activities	Who
Consultants develop training curriculum	External consultants/team leader
WV & DoET review the training curriculum and Consultant revise for the finalized curriculum	External consultants/team leader + WV + DoET
Receive and incorporate feedback into final training curriculum	External consultant/team leader
Offline training	External consultant/team leader + WV

Contact Information:

Interested consultants are invited to send your application package to the email address:

WV_Recruitment@wvi.org before **July 27, 2022**.

Subject: [ITSY]_Name of company/ consultant

Application form includes:

- Company/ consultant profile (with information of participants).
- Link of similar products have been made.
- Proposal on methods and work implementation plan. Regarding the time frame, if it is different from the above expected frame, the consultant clearly states the proposed time frame.



- Detailed quotation.

People and Culture Department

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