



Terms of references

Local backstopper as facilitator – Recruitment

Modernizing Vocational Education and Training in Agriculture in Armenia (MAVETA)

1. Context

Switzerland, together with Austria and Germany, launched the main phase of the MAVETA project to assist the Government of Armenia to reform the vocational education system in Armenia in agriculture. The intervention aims to improve the knowledge and skills of professionals and graduates in agriculture and related fields. Thus, the project will contribute to sustainable, climate friendly, inclusive growth, increased incomes and enhanced (self)-employment in rural Armenia.

In practice, the Project seeks to train young people so that their knowledge is directly useful for their future professional career, as hired professionals or self-employed. Practical learning in companies and farms shall be combined with modern cutting-edge knowledge learned in colleges. The selected professions include Veterinary Specialist, Milk and Dairy Technologist, Farmer, Agricultural Machinery, Milk Farm Manager, Orchard Workers / Nut and Fruit Farmers. Moreover, the Project will work to anchor this dual education approach at the political and institutional level: policies shall become more coherent, educational institutions more effective, and a cooperation between the public and the private sector shall be well established.

The Project started on December 3, 2021, with an Inception phase that has been successfully completed in August 2022. The Project Document (ProDoc), including all details such as Logframe, Results Chain, Budgets, and more, has been approved by all engaged partners. The Main Phase 1 of MAVETA started in September 2022 and will last until August 2025.

The Swiss Agency for Development and Cooperation (SDC), the Austrian Development Agency (ADA), the Federal Ministry for Economic Cooperation and Development of Germany (BMZ), the Government of Armenia, the Swiss Church Aid NGO (HEKS/EPER), Izmirlian Foundation, the Strategic Development Agency NGO (SDA) and Vanand Agro CJSC fund the project. It is implemented by GIZ and HEKS/EPER with the SDA and the School of Agricultural, Forest and Food Sciences of the Bern University of Applied Sciences (HAFL) as sub-contractors.

The project governance is based on three organizational pillars:

- **Steering Committee: steering and advisory body** developed by partners to oversees the overall implementation of the Project in terms of coherence and effectiveness against the established strategic objectives and ProDoc. Steering Committee meetings will be organized two times per year to refer to the (a) presentation and discussion of progress reports; (b) discussion and verification of workplans and budgets; (c) policy dialogue with the Government and other stakeholders; (d) communication strategy and its implementation; (e) any other strategic issues.
- **Project operational platform:** the implementing partners HEKS/EPER, with the SDA and HAFL, and the GIZ form the project **operational platform** and independently coordinate activities on the ground in a close cooperation with Swiss Cooperation Office (SCO) Armenia.
- **Stakeholder platform:** based on this existing **professional community and forum in VET** in Armenia, MAVETA will be able to get external insights and design new collaborations. MAVETA

will have a close link to this platform, with its representation of colleges, associations, employer organisations etc. The Project will consult with stakeholders at least twice a year to report on achievements, collect feedbacks, identify needs, and revisit specific activities in course of MAVETA implementation.

2. Role – tasks – deliverables

Given the complex multi-stakholder set-up of the project, **collaboration and cooperation between all parties will require a strong involvement of the SCO Armenia**. SCO Armenia therefore recruits a local backstopper working as a facilitator between all parties to ensure the proper implementation of the Project. Specifically, the backstopper will follow up and make sure that relevant activities are prepared and implemented according to the Prodoc as well as the best practice in the field of dual VET education.

The backstopper will closely collaborate with SCO Armenia on a regular basis to drive the project's implementation, independdently and upon instruction.

Main tasks and deliverables of the backstopper:

1. Supporting the SCO Armenia to ensure compliance of implemented activities with Project Document; to ensure coherence and timeliness and quality of developed products and processes
2. Ensure effective operational platform and mutual collaboration between all partners.
3. Implementation of a joint communication strategy and guidelines
4. Supporting the SCO Armenia to conduct a policy dialogue, engaging the Government RA and other relevant parties
5. Monitoring of relevant events, initiatives, sectoral key players and organizations of the VET sector in agriculture,
6. Promoting and guiding the knowledge transfer between MAVETA partners.
7. Secretariat of the Steering Committee; support and accompany relevant donor coordination meetings and operational platform, if needed.
8. Support during the consolidation efforts of the operational and financial reports by GIZ and HEKS/EPER.
9. Other tasks requested by SCO Armenia upon need.

Mandate: 01 December 2022 – 30 November 2023 (12 months, with a possibility for extension)

As a rough estimate, the overall time resources for the different tasks of the consultant is up to 40 days (equivalent to 320 hours) annually depending on the necessity to cover additional tasks. The exact work schedule and time allocation is subject to negotiations between SCO Armenia and the local consultant when concluding the contract.

As the result and deliverable of this consultancy contract, the consultant shall draft a short operational report with the main lessons learned during the assignment based on the requested template of SCO Armenia and include all deliverables as a portfolio.

3. Job requirements/Qualifications needed

The consultant with the following qualifications is eligible to conduct the assignment:

- Advanced University degree or equivalent in Agriculture, Education, Economics, Development Studies or a related discipline,

- Minimum 5 years' professional experience of conducting similar assignments for international organizations or the public sector, preferably, in the areas of VET, Education, Agriculture and Private Sector Engagement,
- Excellent knowledge of the development context in Armenia (economic, political, environmental) and good understanding of current development dynamics,
- Strong social, communication and organizational skills, research and analytical skills, abilities to operationalize analytical results into actionable recommendations, experience of working in a multi-stakeholder setting,
- Excellent verbal and written communication skills in English and Armenian.

Proposals can be submitted by independent individuals. In addition to the above competences and skills, the selection will be done on the basis of the submission of a short description of the understanding of the present mandate, as well as on the financial offer.

4. Application

Interested candidates are invited to send an application package, including the below listed documents, in English to the following emails: artur.pokrikyan@eda.admin.ch and yerevan@eda.admin.ch by 24 November, 2022:

- A profile/CV demonstrating the consultant's relevant experience and competencies.
- A brief proposal (maximum 5 pages) where the understanding of the mandate, specific background, suggested approaches and key ideas relevant to the mandate are presented,
- A detailed financial proposal, indicating the cost required for undertaking the assignment. The financial proposal is to be submitted in accordance with the template outlined [here](#).

In the subject line, please indicate "MAVETA local backstopper".

Only complete applications with all the documents described above and submitted not later than by the deadline will be considered.