**Fast-tracking the updating and development of job focused competency standards with associated teaching, learning materials and assessment resources; and establishing credible certification for SEIP trainees**

1. **Background**
2. The Government of Bangladesh recognizes the low educational and skill levels of the labor force as a major binding constraint to achieving higher economic growth. To have a major dent on the economy, Bangladesh needs to invest heavily in human development, particularly in schooling and skills development. Currently, only 500,000 people receive skills training annually against the actual industry need of at least 2 million. Industry leaders want to participate actively in skilling and up-skilling the work force in priority sectors to exploit the full potential of growth opportunities. The government intends to establish a National Human Resource Development Fund (NHRDF) by 2015 to pool resources from the government, private sector and development partners.
3. The investment program will support the Government of Bangladesh’s reforms in skills development anchored in the National Skill Development Policy (NSDP), 2011. It will support large-scale private sector involvement and public–private partnership, which is critical to meet existing and future labor market needs and in reducing skills-gap. This in turn is crucial for Bangladesh to move away from the current “low-skill, low-wage equilibrium” to a “higher skill, higher wage virtuous cycle” to transition to a middle income country. The program will help the government to scale-up skilling of new entrants and up-skilling of existing workers that will contribute to higher growth of priority sectors. The SEIP will strengthen the skills ecosystem in Bangladesh and support transition to a sector-wide approach (SWAp) by establishing an unified funding system and enhancing overall coordination of the currently fragmented system.
4. The impact will be increased income and productivity of the working population aged 15 years and over. The outcome will be increased employment in priority sectors and skills for males and females. The outputs are: (i) market responsive inclusive skills training delivered; (ii) quality assurance system strengthened; (iii) institutions strengthened; and (iv) effective program management.
5. **Objectives of the SEIP Program**

The overall objective of the project is to qualitatively and quantitatively expand the skilling capacity of identified public and private training providers by establishing and operationalizing a responsive skills ecosystem and delivery mechanism through a combination of well-defined set of funding triggers and targeted capacity support. Specifically, the objectives are to:

1. Improve program for skilling new entrants and up-skilling existing workforce to enhance productivity and growth of priority industry sectors;
2. Impart skills training linked to gainful employment or self-employment through PKSF partners and their livelihood programs as well as through Bangladesh Bank Small and Medium Enterprise (SME) Department linked to jobs in SMEs;
3. Develop a network of training providers that are endorsed by industry for providing excellence of training to meet the skills needs of employers;
4. Establish and implement a strategy to address the special needs of groups specified in the NSDP and ensure their participation in SEIP programs;
5. Implement a vocational trainer development program for trainers and assessors and a management leadership program for training provider management reflecting NSDP requirements;
6. Strengthen capacity of BTEB in approving training providers registration process, course accreditation and monitoring quality assurance and implementation procedures of training providers;
7. Support the training providers for capacity development to ensure quality training delivery mechanism;
8. Establish and institutionalize a credible recognition of prior learning (RPL) system;
9. Support the NSDC and key government ministries to strengthen institutional arrangements and coordination to enable the TVET system to meet policy objectives within a coherent skills development framework; and
10. Support the establishment and operationalization of a National Human Resources Development Fund (NHRDF).
11. **Scope of Services, Tasks (Components) and Expected Deliverables**

**a.** The purpose of this assignment is three-fold:

(i) mapping the curriculum of the new SEIP training program to existing BTEB approved competency standards

ii) updating and developing competency packages in line with the BTEB approved standards which will reflect industry-identified job roles;

(iii) preparing teaching, learning and assessment resources to support the competency-based SEIP program; and to operationalize industry-led assessment for credible certification through the industry associations, BBSME & PKSF.

**b.** The international specialists and national sector specialists will review all courses developed for the SEIP and map these to the BTEB approved competencies. They will update and produce at least eight job focused competency standards for each sector to ensure a CBT approach to the delivery of training program in consultation with SEIP and industry associations so that those can meet the approval requirements of BTEB in due course.

**c.** Under this assignment outcome-based teaching learning materials will also be developed based on the unit of competency of the standard. At least one set of teaching learning materials and assessment resources for one course of each sector will be developed during the assignment.

**d.** The second international specialist will work to support SEIP institutions in their delivery of the competency-based materials to achieve either BTEB assessment or certification, or validate industry assessment and certification through the SEIP.

**e.** All international specialists will be highly experienced senior practitioners of competency-based approaches to workforce development, with at least 10 years experience each at a senior level. One will have expertise in competency-standards development/ adaptation of teaching, learning and assessment materials; and the second specialist will have experience in national assessment and certification.

**f.**  Five national sector specialists will be appointed for the duration of the Fast-tracking. The sector specialists will assist the international specialists to make contact with ISCs, industry associations, BBSME and PKSF for update and development of job focused competency standards in collaboration with the SEIP selected training providers.

**4. ToRs for one international specialist to fast-track the development of competency standards and associated teaching, learning materials (6 person- months)**

**Qualification and Experience: The specialist will have at least a master degree with minimum 10 years experience in developing and producing of outcome-based standards and curriculum.**

The specialist will-

1. Review and assess the current status of competency standards developed in the 5(Five) priority sectors of SEIP ;
2. Work with the industry associations, BBSME and PKSF, concerned ISCs and industry experts to update and develop at least eight job focused competency standards for each sector to ensure a CBT approach to the delivery of training programs;

1. Ensure that the new competency standards can encompass the training programs developed for the SEIP and prepare at least one full set of new teaching and learning materials of one course for each sector;
2. Work with the BTEB and ISCs so that new developed competency standards and associated materials meet the approval requirements of the BTEB;

**5. ToRs for one international specialist to fast-track the implementation, assessment and certification of competency-based training (6 person-months)**

**Qualification and Experience: The specialist will have at least a master degree with minimum 10 years experience in implementing competency based training(CBT) system, assessment and certification of CBT system. S/he should also have experience in RPL training and assessment system.**

The international specialist will

1. Work with the industry associations, BBSME ,PKSF ,concerned ISCs and national sector specialists to ensure a CBT approach to the delivery of training programs;
2. Assist all the training providers to clearly specify course learning outcomes and to link assessment through competency standards;
3. Work with SEIP selected training institutions to ensure a CBT approach and to prepare industry-led CBT standard assessment tools for SEIP;
4. Work with the ISCs to secure their ownership of the CBT assessment system and the nomination of industry assessors to be approved by the BTEB;
5. Ensure the new training programs are able to have formal CBT assessment based on approved national competency standards and establish credible certification through the industry associations and SEIP.

**6. ToRs for 5(Five) national sector specialists (RMG, Textile, Construction, Light Engineering & IT sectors) to support the work of the three international fast track specialists- Duration: 6 person- months each**

**Qualification and Experience: The specialist will have at least a bachelor degree in the respective field with minimum eight years experience in skills training program development and implementation**

The five national sector specialists will

1. assist the international specialists to make contact with ISCs and sector industry associations in the 5 priority sectors;
2. gather course information to facilitate a rapid understanding by the international specialists of training courses developed for the SEIP;
3. assist the international specialists to map the SEIP courses to approved competency standards, where this is possible, identifying any gaps and any non-alignment with competency standards approved by the BTEB;
4. assist the development of action plans for competency standards preparation for the 5 (Five) sectors so that progressively all SEIP courses are based on BTEB approved competencies with priority being given to current SEIP courses;
5. assist in updating and development of job focused competency standards in collaboration with the training institutions for immediate use of SEIP.;
6. support the international specialists to develop and implement teaching, assessment and certification,

**7. Reporting :** The consultant team will deliver the following:

1. By the end of month one, Inception Report (two copies) with a complete action plan to complete the assignment at the end of six months.
2. By the end of each month, a progress report will be submitted to the Executive Project Director.
3. At the end of month 6, draft 40 competency standards of five industry sectors along with a complete teaching learning materials for each occupation of five sectors.
4. By the end of month 6, submit a complete industry-led CBT standard assessment tools for five industry sectors;

**8. Project’s Input:**

The project will provide market based remunerations and office accommodation with internet facilities for developing competency standards and assessment tools. One Assistant Executive Project Director, Course Specialist and TVET specialists at the SDCMU will coordinate the consultant team.