

**Loan 3131-BAN: Skills for Employment Investment Program (SEIP)
Support to Skills Development Coordination and Monitoring Unit (SDCMU)**

**Terms of Reference (ToR) of
Individual Consultant (National) for Specialized Nursing Training
(Contract No. SD-18 N)**

A. Background of SEIP

1. 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 resources 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) to pool resources from the government, private sector and development partners. Bangladesh has high potential of demographic dividend in coming two decades. By combining effective policies, SDCMU believes markets could trigger faster rates of economic growth and human development and thus SDCMU has been implementing demand driven skill-based training project ‘Skills for Employment Investment Program (SEIP)’ to ensure training and employment for the unprivileged people of the country so that they can develop their living standard sustainably.

2. 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 a unified funding system and enhancing overall coordination of the currently fragmented system.

3. 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. There are four targeted outputs: (i) market responsive inclusive skills training delivered; (ii) quality assurance system strengthened; (iii) institutions strengthened; and (iv) effective program management.

4. 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:

- i) Improve program for skilling new entrants and up-skilling existing workforce to enhance productivity and growth of priority industry sectors;

- ii) 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;
- iii) Develop a network of training providers that are endorsed by industry for providing excellence of training to meet the skills needs of employers;
- iv) Establish and implement a strategy to address the special needs of groups specified in the NSDP and ensure their participation in SEIP programs;
- v) Implement a vocational trainer development program for trainers and assessors and a management leadership program for training provider management reflecting NSDP requirements;
- vi) Support the training providers for capacity development to ensure quality training delivery mechanism;
- vii) Establish and institutionalize a credible recognition of prior learning (RPL) system;
- viii) Support the NSDC-S 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
- ix) Support the establishment and operationalization of a National Human Resources Development Fund (NHRDF).

B. Objective and Purpose of the Assignment

5. SEIP is planning to extend support for skills development programs to address the skills needs of three new priority sectors in the 2nd tranche including: i) Health Care (Nursing and health technician); ii) Agro-food; and iii) Hospitality & Tourism.

6. Despite having an enormous demand for specialized nursing and healthcare services in Bangladesh, most European and North American countries but the existing arrangement for developing specialized nurses in Bangladesh is not sufficient enough to meet this high demand. Nurses are becoming informally skilled only by their working experience. In relation to that, SDCMU aims to create specialized nurses to meet the demand in Intensive Care Unit (ICU), Coronary Care Unit (CCU), Neonatal Intensive-care Unit (NICU), Pediatric Nursing, Geriatric Nursing, Palliative Nursing, Care Giver, Nursing Assistant and other areas of the health sector.

7. The main purpose of the assignment is to create an option for the existing registered nurses to pursue very specialized courses at different institutions.

C. Scope of Work

8. The overall scope of this assignment is to improve quality of specialized nursing education (e.g. ICU, CCU, NICU, Pediatric Nursing, Geriatric Nursing, Palliative Nursing, Care Giver, Nursing Assistant etc.) to ensure international standard for nursing human resources in order to develop a strong health care workforce for national and international job market.

9. The consultant will work under close supervision of SEIP's Skills Development and Coordination Monitoring Unit (SDCMU) and ADB SEIP project officers.

D. Detailed Tasks and/or Expected Output

8. The core tasks and responsibilities of the national consultant will be as follows:

- identify job demands for specialized nurses in home and abroad;
- stock taking of the existing training system of developing specialized nurses in Bangladesh (such as; ICU, CCU, NICU, Pediatric nursing, Geriatric nursing, Palliative nursing, Care Giver, Nursing Assistant etc.);
- find out the challenges of existing nursing education in Bangladesh;
- ascertain the existing institutional capacity of nursing education in Bangladesh;
- examine the prospects of specialized training in different short courses on nursing education for nursing graduates, such as; ICU, CCU, NICU, Pediatric nursing, Geriatric nursing, Palliative nursing, Care giver, Nursing Assistant etc. and suggest national and international market responsive training programs;
- formulate selection criteria for identifying and selecting appropriate training institutes, trainers and prospective trainees;
- categorize specialized training institutes based on available facilities and management structures;
- Identify and suggest the path of achieving international standard certificate in specialized nursing training;
- prepare business plan for implementing demand driven specialized nursing training in Bangladesh(outline of the business plan is given below);
- Any relevant tasks assigned by the Executive Project Director, SEIP from time to time.

Outline of the Business Plan:

1. Back ground of the sector;
2. Rationale of the training proposal;
3. Labor market, Skill gaps, Growth and Contribution to GDP;
4. Outputs, Impacts and Key performance Indicators (KPIs);
5. Proposed specialized training programs and duration;
(At least 70% of the enrolled trainees will have to be placed in gainful jobs).
6. Training target and budget;
7. Trainee selection criteria and methodology;
- 8 Trainers selection criteria;
9. Training Centers selection criteria and procedures;
10. Status of availability of curricula/standards, method of development of new curriculum and standards,
11. Institutional management arrangement and implementation mechanism
12. Methodology of up skilling training for existing nurses employed in various specialized hospitals;
13. Training stipends/allowances;
14. Employment support service;
15. Training Quality Assurance;
16. Assessment & Certification;
17. Risk assessment/Due diligence
18. Course wise unit cost analysis (Direct costs, indirect costs and summary of costs)

E. Minimum Qualification Requirements

The expert should be medical/nursing/university graduate from any university/ institution recognized by the government. Ph.D. degree of the candidate will be extra advantage.

- 10 years' experience in conducting research on education, training, capacity building in the health and nursing sector etc.;
- excellent academic and/or research background and have proven track record in conducting such type of assignments;
- knowledge and experience of using participatory approaches and innovative facilitation techniques;
- excellent knowledge of capacity building theory and the application of methodology: good understanding of capacity assessment methodologies;
- ability to work collaboratively with multiple individuals and groups;
- excellent interpersonal and communication skill;
- strong analytical and report writing skill;
- fluency both written and spoken English;
- sound knowledge about skills development.

F. Deliverables

- At the end of 10(ten) working days, an inception report with detailed work plan including methodology;
- At the end of 55 (fifty five) working days, draft reports to be submitted;
- At the end of 65(sixty five) working days, final reports including business plan to be submitted.

8. The consultant will also deliver the following outputs to SDCMU, SEIP project officers. For daily tasks under the assignment, the consultant will work from the SDCMU office and coordinate his work activities under SDCMU supervision.

- The consultant will be required to provide one or more face-to-face presentations in SDCMU before finalizing any document or the submission of the final report;
- Final report hard copy (5 copies) and soft copy with MS Word format;
- All reports including business plan must be submitted in both hard and soft copy.

G. Schedule and Places of Assignment:

9. Duration of the assignment: Estimated 66 (sixty six) working days over a period of 4 months, and approximately 5 working days per week.

10. The assignment will be based at Dhaka, Bangladesh with requirement of field visit as per need.

I. Payment Procedure:

11. **Payment Schedule:** The payment of remuneration will be made on working day-basis to be claimed monthly.