



**This Project is funded by
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**AUSTRIAN
DEVELOPMENT
COOPERATION**



**YOUTH ASSOCIATION
FOR HUMAN RIGHTS PROMOTION
AND DEVELOPMENT
(AJPRODHO- JIJUKIRWA)**



TERMS OF REFERENCE FOR CONDUCTING A TVET MARKET SURVEY, MAPPING AND CAPACITY ASSESSMENT OF TVET SERVICE PROVIDERS

Name of the Organization: Youth Association for Human Rights Promotion and Development (AJPRODHO-JIJUKIRWA)

1. Introduction

The Youth Association for Human Rights Promotion and Development (AJPRODHO-JIJUKIRWA) is a non-governmental organization created in 1997 with a mission of empowering disadvantaged people for their rights and to advocate for socio-economic development through human rights promotion, protection, research, advocacy, economic empowerment and civil society strengthening. AJPRODHO's vision is a peaceful society where there is youth participation for social justice and decent living conditions for all whilst its mission is to empower the youth for human rights respect and to advocate for socio-economic development.

Active in 15 Districts across Rwanda, AJPRODHO's interventions revolves around three program areas; Human rights and Access to Justice, governance and Democracy and Youth Economic Empowerment.

By the end of year 2014, AJPRODHO in partnership with YWCA and CARE received funding from the European Union, the Austrian Development Cooperation to implement the **“Youth Employability in the Informal Sector (YEIS)” project for a period of four years in seven Districts of Rwanda**. The project falls under the AJPRODHO's economic empowerment program.

2. About YEIS Project

The project is a four year project that aims at contributing to the elimination of poverty of youth between (16-30 years) dependent on the informal sector in Rwanda. The project is implemented by AJPRODHO in partnership with YWCA and CARE. The project is implemented in both urban districts of the country including districts of Nyarugenge, Kicukiro, and rural districts of Gakenke, Rulindo, Ngororero, Rubavu and Nyabihu. The districts of project operation were chosen based on high levels of youth unemployment and involvement in exploitative and/ or hazardous informal sector employment in the above said targeted districts. The project is expected to progressively and sustainably move youth in the informal sector to the formal sector, but also to decrease dependency on the overstretched agricultural sector.

Project Goal: To contribute to the elimination of poverty of youth (16-30 years) dependent on the informal sector in Rwanda (overall objective). Indirectly, through evidence-based advocacy for a more appropriate

legal and policy framework and its efficient implementation, the project will have a positive impact on all youth currently dependent on the informal economy.

Directly, the project will improve the situation of 8,000 youth (70% women) in the informal sector by increasing their technical, Financial and entrepreneurial skills, ensuring access to information and financial and business services, facilitating them to unite in Voluntary Savings and Loans Associations (VSLAs), cooperatives and trade unions, and enabling them to take steps towards the regularization or formalization of their activities.

As such, the project builds on and contributes to the Government of Rwanda's Economic Development and Poverty Reduction Strategy Paper (EDPRS) 2, specifically its pillar on 'productivity and youth employment' and the two priorities under this theme of 'critical skills and attitudes for services and industrial sectors' and 'entrepreneurship, access to finance and business development.

The project approach to achieve the above objective includes Voluntary Saving and Loan Association Methodology (VSLA), Linkage to Microfinance Institutions, Market and TVET Access interventions, cooperatives development support and advocacy for improved legal and policy frameworks for youth in the informal sector.

3. Objectives of the study:

To identify potential sectors and sub-sectors with a high demand for employment in the labor market, within the 7 targeted districts of project operation, for Youth (70% women) living in the informal sector

4. Specific objectives:

1. **Market survey (Demand Side)** - To identify 4-5 TVET skills sectors that will ensure market relevance and increase employability of targeted TVET beneficiaries.
2. **Mapping and Capacity Assessment (Supply Side)** - To identify and select TVET service-providers that better respond to the identified TVET skills in the 7 targeted districts
 - To carry out capacity assessment of the TVET service providers in areas such as relevancy of the curriculum, experience of the trainers and existing training facilities, outreach opportunities, certification standard, and post training support, etc.

3. Deliverables

- ✓ An inception report outlining the approach/methodology, work plan,
- Market survey (demand side) draft report including deep and focused analysis of 4-5 sectors and their sub sectors with a high market demand .

- Identify Skills needed by the target youth that are relevant to the labor market and entrepreneurship opportunities in each target district of operation.
- Mapping and Capacity Assessment (supply side) draft report
 - Identify strengths and gaps of TVET centers available in target districts to ensure their competency in delivering responsive TVET services to beneficiaries – areas of capacity assessment shall include relevancy of the curriculum used, Training Facilities and tools, certification standard and post training support, etc.
 - Identify and document firms that provide, apprenticeship, internships and, industrial attachment opportunities for selected TVET options.
 - Assess the existing curriculum and other training tools of TVET service providers, and where possible provide recommendations on appropriate support package to the TVET service providers for possible adaptation to the beneficiaries' context.
 - Final report consisting both the Market survey (demand side) and Mapping Capacity Assessment(supply side) final report.

4. Proposed Report Structure:

The Consultant will produce a report in hard and soft electronic copies along with relevant annexes, in Microsoft Word using Arial font 12. The report should include:

- Basic Information
- Executive Summary
- Introduction/Background of the project (1 page)
- Study methodology.
- Findings in accordance with the specific objectives.
- Recommendations.
- Annexes – Methodology tools, Study schedule, List of persons/TVET institutes, WDA, industries, MINICOM, (chamber of commerce) PSF, other stakeholders interviewed and sites visited, Documents consulted, Declaration of Independence from the project team.

5. Duration

30 working days beginning with the date of contract signing and ending with the acceptance of the final report.

6. Reporting Line

The Consultant will report to the Executive Secretary of AJPRODHO-JIJUKIRWA and will work closely with the Project Coordinator

7. Profile of the Consultant

The consultancy firm / consultant should have:

- Proven experience of the TVET sector, at least 4-8 years direct experience working in the TVET sector.
- 5 Years work experience at policy level in the sector is preferable.
- Post graduate level qualification in related subjects (business administration, education, economics, development studies, or related subject)
- 5 Years' Experience in conducting quantitative and qualitative studies/ researches and data analysis in the TVET sector
- Demonstrable experience in conducting similar studies/ capacity assessments of/ for the TVET sector.
- English proficiency (written and spoken) required.

Submission of bids should be submitted not later than 15 days that is from 5th – 20th July . Interested and qualified professionals (individuals, Consulting Agencies, Firms or Institutions) are invited to submit their applications in sealed envelopes addressed to the Chairperson of Board of Directors of AJPRODHO and physically deliver the sealed application to our Head Office in Kacyiru on KG 688 ST from July 5th 2016 to July 22nd, 2016 from 8:00 – 5:00 **The detailed terms of reference will be found at AJPRODHO – JIJUKIRWA Head office Kacyiru B.P. 6811 KIGALI-RWANDA, Website : www.ajprodhojjukirwa.org Mobile Tel : (+250) 788308964 E-mail : ajprodhojjukirwa@yahoo.com**

Prepared by:
YEIS Project Coordinator

KABATESI Florence