

**Terms of reference:
Rapid Capacity Needs Assessment for
Labour-based Training Mozambique**

1. Introduction

The ILO and the Government of Mozambique with funding from the Government of Sweden are implementing a project on the promotion of Decent Work for Sustainable and Inclusive Economic Transformation in Mozambique, also known as the “MOZTRABALHA” project. The project seeks to create and improve employment outcomes in both urban and rural areas, by focusing on a) implementation of employment-intensive market infrastructure investments, b) stimulate Green Jobs through SME development and c) create opportunities and reducing constraints to access productive employment for women and female-headed households. The project pursues a market systems development approach as the unifying framework.

MozTrabalha Project aims to boost the creation of decent work by supporting the development of priority value-chains selected through a wide consultative process. The construction sector including the production and use of construction materials, was deemed to have a high potential for job creation by ILO constituents. A Market System Analysis (MSA) was implemented in order to identify the main bottlenecks holding the priority sector back.

The project is making an explicit effort to better understand how the market system surrounding each selected value chain operates such that interventions can be better targeted and more likely to lead to sustainable and scalable results with a special emphasis in women and female led households, the development of green jobs and green enterprises and maximizing employment outcomes for the poor through the application of employment intensive approach.

One of the main strategies of the project is the use of Employment-intensive infrastructure works, with an emphasis on solving market system infrastructure bottlenecks through employment-intensive techniques. The project will undertake selected demonstration projects that provide critical basic infrastructure to rural communities by employing community members, who are in most immediate need of assistance, in labour-intensive infrastructure works (such as low-volume sealed road construction, watershed management, soil conservation, water collection and irrigation schemes, renewable energies, market stands, cooling houses for meat and other products, productive infrastructure, etc.).

2. Problem statement

Skills training for youth and emerging SMEs in the construction sector is uncoordinated and often not fit for purpose. Mozambique roads training centre under ANE, established with a technical assistance from the ILO, was the only institution offering training related to labour-based approach, although it is now discontinued. The TEVET system which includes community colleges offer a variety of courses based on conventional trades like brick making, carpentry, joinery, etc. These courses often do not lead to successful transition into the labour market thus affecting youth employment outcomes. There is also a general mismatch between the demand and the supply of skills required by the industry, which affects businesses and the growth of the economy as a whole. The large majority of youth appear to be trained via on the job training in the informal sector although no reliable information is available regarding this training system.

A result-oriented technical, managerial and business training that is responding to labour market demand is therefore of paramount importance for the improved delivery in the infrastructure sector and growth and expansion of the enterprises operating within it.

3. Proposed intervention

The improvement of human resource capacities in the construction materials subsector is of paramount importance in the realization of effective employment intensive programmes, to develop a sustainable national construction sector and maintenance capacity in the country. It also builds upon the following benefits:

- ⇒ Improving state of current socio-economic infrastructures;
- ⇒ Enhancing productivity, quality standards and cost effectiveness, leading to increased production, income and jobs opportunities;
- ⇒ Enhancing employability of the target groups (in particular, women and youth)
- ⇒ building local construction industry: strengthening capacity within small and medium-size enterprises,
- ⇒ Strengthening institutional capacity of MOPHRH, MTESS and associated technical institutions at the national and local levels, and
- ⇒ Promoting community participation in the planning, implementation and monitoring of infrastructure projects.

In order to implement an efficient and effective training that is responsive to the needs of the sector and the country, however, there is a need to assess the training capacity needs and regularly review and update the overall training programme, existing curriculum and training materials, train adequate trainers and upgrade training facilities. There is also a need to incorporate social and environmental cross-cutting issues, especially gender, in the training programme and curriculum in line with national policies and regulations.

In light of the above, the ILO, through its project MozTrabalha, with its national partners agreed to implement a number of activities aiming to improve the capacities of a group of public TVET institutions and sector-based training centres, such as IFPELAC (MTESS main technical and vocational centre), Namealo Technological Centre (dependent of MOPHRH and centred in research and training on new construction materials), ANE training centre (road authority, under MOPHRH) and MOPHRH main training centre. This will be done through three independent but closely linked phases as follows:

1. Carrying out rapid training capacity needs assessment/review: detail look at existing management structure, training facilities and training aids, trainers, curriculum, teaching materials, training evaluation system and accreditation, current and projected training demand, beneficiary targeting and selection procedures, etc. The needs assessment shall be done through a participatory process involving all the major stakeholders.
2. In line with activities already outlined in MozTrabalha's work plan, developing General Training Plan based on the above findings, with a focus on the construction material sector in phase-one. The exercise should include among others updating existing (developing new) curriculum and the

production of training materials for newly identified modules such as cross cutting issues and specifically to cater for the materials identified as high potential in the ongoing alternative material performance study.

3. Training of Trainers as well as the first batch of small scale contractors on training modules that are to be newly introduced.

This Terms of Reference outlines the activities to be undertaken in phase-one, i.e., the rapid training capacity needs assessment.

The ILO, therefore, intends to engage the services of consultant to carry out the study as part of on-going support to the Government of Mozambique.

4. Objective of the Study

The objective of the study is to assess the scope, policy environment and capacity gaps in the targeted training institutions for the delivery of training related to the employment-intensive construction works with a view to creating a sustainable training capacity for employment intensive technology that is responsive to the current and projected skills requirement in job-rich sectors such as infrastructure development, natural resource management, agriculture and social services including health and education. This will include identifying shortcomings specific to beneficiary groups of MozTrabalha such as women and youth.

5. Scope of the Work

The consultancy service involves the rapid assessment of training capacity needs of sector-based technical training centres and relevant TEVET institutions focussing on employment intensive works. The consultant is required to carry out in-depth review of the current training capacity, in terms of training governance structure, resource availability (human, equipment & financial), facilities and teaching aids, curriculum, teaching materials and demonstration sites. In addition, the consultant will assess the current and projected demand for skills training as well as the viability/sustainability of the training centre in general.

6. Activities

The specific activities to be undertaken by the consultant will include but not limited to:

- a) Desk study on the relevant policy environment, governance structure mandates, funding, manpower and equipment holding of the target training institutions as well as the roles and responsibilities of various actors/stakeholders, etc.;
- b) Assess past and current experience in the application of employment intensive approach in Mozambique including in the production and use of construction material;

- c) Assess the status of existing labour intensive training capacity in the infrastructure sector mainly focussing on middle level skills training and identify capacity gaps. This involves an in-depth look at training management, manpower, funding, training facilities, teaching materials, equipment, number & depth of courses offered, accreditation, quality assurance, linkage with other training providers and regulators, etc.;
- d) Assess challenges specific to women and youth for access to training in the infrastructure sector
- e) Assess the on-going and planned initiatives at national and provincial level aimed at employment creation including the promotion of local and alternative construction materials;
- f) Determine the skills gaps in the infrastructure sector in general and construction materials production and use in particular, looking into the coming 5-10 years;
- g) Examine the potential for the expansion of labour based activities in construction and maintenance of public infrastructure as well as suitability of procurement procedures for the growth of small scale contractors;
- h) Propose an appropriate governance structure and job descriptions, minimum manpower requirements, potential new training modules and the need to update existing ones. In addition propose a potential linkages between sector-base technical training centres and TEVET institutions with higher learning institutions as well as other training providers;
- i) Prepare the profile of competences and the skills sets required in the above sectors for various target groups including technical personnel in TVET agencies, consultants, small scale contractors, and local authorities as well as the skilled and semi-skilled workers.
- j) Prepare a two-year comprehensive plan and estimated budget for employment intensive training based on the current and projected training needs targeting various actors in the target sectors;
- k) Analyse the gaps in the areas of skills and management while identifying the necessary measures in training that could ensure greater participation of the local producers of construction materials;
- l) Determine the technical assistance requirement for a potential revamping of the Namealo technological centre and others,
- m) Assist in the preparation of detailed LBT training work plan for the first year focussing on the construction material production and use and facilitate a stakeholder workshop to validate the study findings, and
- n) Prepare the ToR for the phase 2 & 3 of the ILO capacity building study

7. Organization of and Conduct of the Consultancy

The consultant or team of consultants will report to the Director of ILO Country office Lusaka, through the CTA of MozTrabalha and work closely with the Directorate of Employment at MTESS and other relevant government institutions, the ILO offices in Mozambique and Pretoria. The CTA will be responsible for the day to day supervision of the consultant and will be assisted by the Employment Policy Advisor Mr. David Marcos marcos@ilo.org and the Public Work Specialist in Pretoria, Eng. Asfaw Kidanu, kidanu@ilo.org.

The location of the assignment is in Maputo, Mozambique but may include field work in selected provinces when needed.

The ILO and MTESS will avail to the Consultant all the necessary information in their possession and give assistance as will reasonably be required for the conduct of the study. The ILO will also introduce the Consultant to the relevant public bodies and stakeholders. The consultant is, however, expected to collect and use relevant data/information and literature from other sources.

8. Outputs and Reporting

The main output of the consultancy services is to conduct a rapid capacity needs assessment for labour based training in the Mozambique.

The Consultant will submit the following reports:

1. **Inception Report:** with study methodology, programme for the study, etc.
2. **Draft Report:** outlining the detailed findings, to be submitted one week after the completion site work.
3. **Final report:** a report incorporating feedback from major national stakeholders, training centres and the ILO. This shall be submitted within one weeks after receiving feedback from stakeholders. ILO will coordinate the comments from all stakeholders and forward to the consultant, within two weeks after receiving the draft, to enable them finalize the report.

The consultant shall submit five (5) hard copies and an electronic copy of all the documentation prepared in the course of the consultancy work to ILO within the time specified above. The digital copy should be in MS Office Suite 2010 format or later version.

9. Time Frame and Input

The assignment will be implemented over a period from 11th of June to 11th August 2018. The total estimated expert input shall be 45 person-days.

10. Terms of payment

The consultancy will be paid in a lump sum form. The allocated amount for this activity is 14,400 USD. The consultant payment will be comprised of:

- i. **Fee:** Payment to cover for the services provided to carry out this assignment as per the TOR.
- ii. **Daily Subsistence Allowance (DSA):** To cover the consultant's daily expenses in case of an agreed travel outside Maseru during his/her initial dates. DSA shall be calculated at a standard UN rate.
- iii. **International and local Travel:** on reimbursement basis.

The Consultant shall submit his/her proposal itemized as above and all payments shall be subject to ILO payment Rules and Regulations.

The payment schedule will be as follows:

- 10% upon delivery of the Inception report
- 40% upon delivery of the draft report
- 50% upon delivery of the final report

11. Consultant profile

The study shall be carried out by a consultant, team of consultants or organization with the following minimum qualification for the leading consultant and team:

- **Education:** First university degree in Civil Engineering or equivalent relevant qualification
- **Languages: Fluency in English and Portuguese.** It is required that the individual consultant is fluent in Portuguese.
- **Experience:**
 - At least 10 years of proven technical research or applied experience in the infrastructure sector in the field of planning, design and management of infrastructure works including in the use of alternative construction materials. He/she must also have proven experience in developing training programs for public and/or private training institutions in the infrastructure sector;
 - Familiarity with employment intensive construction techniques and training programs aiming to develop local capacities for the same, and
 - Works experience in sub-Saharan Africa and Mozambique will be an added advantage.
- **Competencies and skills:** The consultant should have an in-depth knowledge of the Mozambican public sector and ability to interact with different partners such as Government, Civil Society, Academia and the Media