

## **Applying the G20 Training Strategy: “A Partnership between the ILO & the Russian Federation”**

### **Finalizing and Validating a National Apprenticeship Framework for Jordan**

#### ***Terms of Reference***

#### ***Background***

Jordan’s economy suffers from numerous challenges pertinent to the skills and competencies of young workers and graduates. On one hand, students have long focused on academic education streams with outcomes that are incongruent with the needs of employers. On the other hand, vocational training and education institutes have failed to attract students or equip them with adequate competencies that are concretely relevant to the labour market.

According to the National Strategy for Human Resource Development (2016-2025), building the capacity of the TVET sector and its relevance to the labour market is of utmost importance to achieving Jordan’s overall development objectives and spurring economic growth at all levels.

Central to this discussion is the constant reliance of training providers on theoretical and academic training, as opposed to practical and on-the-job training that is coordinated with social partners including the private sector. . A key aspect to the HRD Strategy is to facilitate the transition of Jordanian youth from education to employment through work-based learning methods, particularly quality apprenticeship programmes.

In 2014-2015, the ILO, in collaboration with the Economic and Social Council, worked with national constituents in Jordan to propose a National Apprenticeship Framework. In a series of consultations, participants discussed apprenticeship concepts and building blocks, as well as other issues including legislation, financial schemes roles, and the responsibilities of apprenticeship systems. The final product was is a draft apprenticeship framework for Jordan.

Further, over the course of the past three years, the ILO developed Toolkit on Quality Apprenticeships having two volumes. The first being a guide for policy makers for developing a robust apprenticeship system including a framework. While the second one is a guide for practitioners to develop and implement apprenticeship programmes. The toolkits reflect contributions from ILO experts, as well as numerous examples from different countries.

The first volume for policy makers is particularly relevant for developing a national apprenticeships framework. It explains the nature of the regulatory framework for Quality Apprenticeships and presents examples of good practice drawn from three different perspectives – the national, sectoral and enterprise levels. As per the toolkit, the main functions of a regulatory framework are to:

- Clearly define apprenticeships;

- Specify the status of "apprentice" (employee or trainee), as well as the terms and conditions for apprentices - including working conditions, remuneration, social protection and grievance mechanisms;
- Set out the institutional mechanisms for governing and managing apprenticeships and how social dialogue will play a role;
- Clarify the rights, roles and responsibilities of all relevant stakeholders including the nature of agreements between the employer, apprentice and other institutions;
- Specify the trades and qualifications covered under apprenticeships;
- Clearly state the duration of the apprenticeship, the proportion of on-the-job and off-the-job training involved, the processes for assessment and certification of learning and the qualification or license to be issued at the end of the apprenticeship;
- Outline mechanisms for ensuring the quality and relevance of apprenticeship training including eligibility requirements for training institutions and enterprises;
- Inform sustainable, equitable funding arrangements for apprenticeships including cost sharing between the government, employers and apprentices;
- Recommend measures for promoting social inclusion and gender equality; and
- Specify monitoring and evaluation arrangements for apprenticeships.

In Jordan, developing and endorsing an apprenticeship framework, and following up on its implementation is the responsibility of the Skills Development Commission (SDC), as per Article 3 or Law No. 09 (2019). Accordingly, the ILO will provide technical and financial support to the SDC, social partners, including trade unions, chambers of industry, and other private sector representatives, training providers to improve, update and validate the draft National Apprenticeship Framework.

The second phase of the project 'Applying the G20 Training Strategy: A Partnership of the ILO and the Russian Federation' is based on an agreement signed in November 2012. The Project covers a number of countries, including Jordan. The first phase of the Project completed in 2016, was designed to strengthen Skills Development systems, develop and test tools, and facilitate knowledge-sharing on Human Resources Development (HRD) issues. The second phase aims to further strengthen the skills and employability development systems and to address the priorities identified in consultation with the key stakeholders in each of the Project Countries. The major strategy of the Project is developing the capacity of policy makers, staff of relevant ministries and technical agencies in the areas relevant to the above project outcomes. For Jordan, these outcomes are closely linked to the objectives of the National Strategy for Human Resource Development (NSHRD 2015-2025), particularly in the area of Technical and Vocational Education and Training (TVET).

## **Objective**

The objective of the proposed assignment is to arrive at a National Framework for Quality Apprenticeships that is approved and effectively endorsed by tripartite constituents in Jordan.

### ***Main Activities***

The ILO is looking to hire a national consultant to complete, update, and facilitate the validation by stakeholders of the proposed National Framework on Quality Apprenticeship in Jordan. Main activities include, but are not limited to, the following:

1. Review and recommend changes to the National Framework on Apprenticeship that was drafted with the support of the ILO in 2015, along with any other relevant national reports/strategies/documents in consultation with ILO's Skills Specialists.
2. Carry-out at least 15 in-depth interviews with the Ministry of Labour, the Vocational Training Corporation (VTC), the Skills Development Commission, National Sector Skills Councils, implementing agencies, social partners including industry representatives, among others to gather feedback around the apprenticeship framework.
3. Propose amendments to the National Framework on Apprenticeship as per the feedback gathered and in consultation with the ILO's Skills Specialists.
4. Contribute to facilitating a conference on national apprenticeship systems in Jordan that would eventually lead to endorsing the proposed National Framework on Apprenticeship.

### ***Deliverables & Deadlines***

The exercise is planned to start on October 6<sup>th</sup> 2019 and is expected to be completed on November 20<sup>th</sup> 2019. The deadlines in the table below are a suggestion. However, it is preferable to abide by the starting date and finish date of the assignment.

| <b>Output</b>  | <b>Start Date</b> | <b>End Date</b> | <b>No. of Working Days</b> |
|--|-------------------|-----------------|----------------------------|
| Proposed apprenticeship framework revised and updated in collaboration with ILO Specialists  | 06/10/2019        | 13/10/2019      | 7                          |
| Structure of in-depth interviews with national partners and other stakeholders, and list of interviewees approved by ILO Specialists | 14/10/2019        | 16/10/2019      | 2                          |
| In-depth interviews with agreed list of interviewees conducted and reported on (at least 2-page report per interview)                | 17/10/2019        | 09/11/2019      | 20                         |
| Proposed apprenticeship framework edited in accordance with the feedback of respondents to the in-depth interviews                   | 10/11/2019        | 14/11/2019      | 5                          |
| National Conference on apprenticeship systems in Jordan held and proposed framework presented  | 16/11/2019        | 20/11/2019      | 4                          |

|  |  |  |  |
|--|--|--|--|
| (PowerPoint presentation+ 5 page brief on the framework) |  |  |  |
|--|--|--|--|

*\*The schedule is estimated based on 6-working days per week (Saturday-Thursday).*

### **Payment Schedule**

**1st payment** made upon revising and updating the apprenticeship framework and submitting all the reports for in-depth interviews (at least 15) conducted with a list of respondents approved by the ILO.

**2nd and final payment** made upon editing the proposed apprenticeship framework in accordance with feedback from conducted interviews, submitting a 5-page brief on the framework, a PowerPoint Presentation for the national conference on apprenticeship systems and contributing to the facilitation of the conference.

*Please note that all reports must be to the satisfaction of the ILO Office in Amman for payments to be approved and processed.*

### **Supervision**

The proposed assignment will be carried out by a national consultant hired by the ILO under the supervision of the 'Applying the G20 Training Strategy' Project's Country Coordinator, Ms Eman Al'araj.

### **Consultant's Profile**

The hired consultant must have at least 10 years of experience working in the TVET sector and the education sector in Jordan. S/He must be able to fluently communicate (both verbally and in writing) in both English and Arabic. Previous working experience with the ILO and/or other UN agencies in the same area of work is an advantage.

### **Applying**

Consultants wishing to apply must submit the below listed documents (in English) before Monday, September 20, 2019 via email to **Ms Farah Baddar** at [baddar@ilo.org](mailto:baddar@ilo.org), copying **Ms Eman Al'araj** at [alaraj@ilo.org](mailto:alaraj@ilo.org), with email subject **ILOAMM\_NFQA\_G20**. The documents include:

1. Cover letter.
2. Updated CV
3. Detailed work plan.
4. Detailed financial offer.

A panel from ILO Amman, consisting of two representatives from the technical side and one from the financial side will review the submitted applications carefully. **The proposal with the best value for money will be chosen.**

Applying firms will be notified of the panel's decision by Wednesday, September 25<sup>th</sup> 2019.