

TERMS OF REFERENCE

Equipping South Africa's workforce for a just transition through up-skilling and re-skilling: Identification of target occupations and skills levels

Country(s): South Africa

Duration of assignment: April to August 2024

The International Labour Organization (ILO) is implementing the "Equipping South Africa's workforce for a just transition through up-skilling and re-skilling" project financed by the GIZ on behalf of the Government of the Federal Republic of Germany.

As part of the project activities, the ILO is seeking the support of a service provider to identify sectors, value chains, occupations and skills that are affected by the South Africa's [Just Energy Transition Investment Plan \(JET-IP\)](#) 2023-2027 and subsequent JET [Implementation Plan](#) adopted by Cabinet in November 2023.

Interested applicants (service providers) are invited to apply by sending a cover letter, technical proposal, detailed financial proposal and CV(s) to skills-pretoria@ilo.org Technical proposal should contain descriptions for all deliverables specified in these terms of reference.

The application deadline is 25 March 2024 23:59 PM (SAST time).

1. Introduction

As the only tripartite United Nations agency, the ILO brings together governments, employers and workers of 187 Member States to set labour standards, develop policies and devise programmes, promoting decent work for all women and men. The ILO takes a lead role on SDG 8 to promote inclusive and sustainable economic growth, employment and decent work for all. The ILO is also at the forefront of promoting a Just Transition to low-carbon economies to ensure that enterprises and workers affected by different transitions are part of inclusive solutions.

Over the years, the ILO's "Guidelines for a Just Transition towards Environmentally Sustainable Economies and Societies for All" adopted in 2015 has become the key international reference outlining principles and potential policy entry-points to help countries at all levels of development to manage their transition to low-carbon economies and to achieve their Nationally Determined Contributions. In South Africa, the ILO has been involved in the national just transition debate and research agenda and has supported the dialogue process through different projects and interventions, touching upon the policy environment and the specific thematic areas of enterprise and skills development.

2. Background

Building on the results achieved through previous and on-going interventions in South Africa, the ILO is implementing a project **"Equipping South Africa's workforce for a just transition through up-skilling and re-skilling"** financed by the GIZ on behalf of the Government of the Federal Republic of Germany. The project's overall objective is to improve employment prospects of the South African workforce, through the identification and implementation of transition pathways in selected provinces (with a focus on Mpumalanga, Free State, Northern Cape and Eastern Cape), economic sectors and occupations that are particularly affected by the South African Just Energy Transition plans and commitments.

The project takes a phased approach, whereby the scope and scale of intervention, informed by research, will start with the identification of a pilot intervention for a limited sample of beneficiaries. Subject to the outcome of this pilot and the availability of support from the development partners, the project will then explore the possibility of replicating the work for larger audiences or expanded into both supply and demand side additional intervention in a second phase.

The first phase of the project consists of 4 components: (1) **Research**, (2) **Stakeholders' engagement through dialogue** and (3) **Identification of just transition opportunities in selected provinces** and (4) **Upskilling and reskilling programme design**.

The current assignment falls under the **components 1, 2, and 3 of the first phase of project**.

3. Objectives and Tasks

The objective of the current research is to identify the specific occupations and skills levels to be targeted by up-skilling and re-skilling interventions. The incumbent will undertake research by taking stock of available findings, literature and relevant studies carried out in South Africa and by filling the gaps with additional research, if needed.

Research questions to be addressed include:

- (1) **What occupational** areas are most affected by the South African just energy transition plans, what jobs are at risk, in which industries, and what new jobs can be created, in existing or new economic sectors, and where in South Africa? **What segments of the working population** are at risk (ensuring gender and intersectional analysis)?
- (2) **What skills** are most in-demand from employers and which upskilling and reskilling interventions could increase the employability of the South African workforce and, in particular, vulnerable workers at risk of job-loss?
- (3) **What does all this mean for education, training and lifelong learning**, and to what extent could targeted upskilling or reskilling programmes address the needs of potential employers and enhance workers future employability in the context of a just transition?

Research consists of two parts and the expected outputs include:

Part 1: Rapid mapping of sectors, value chains, occupations and target populations

- (1) Identification of **sectors, value chains** and **occupations** that are and are going to be affected by just transition plans, both in terms of job losses and potential job creation;
- (2) Identification of potential **target population(s)** of companies and vulnerable workers;

Part 2: In-depth analysis on skills implications

- (3) Identification of **type of skills** and **skills levels that the targeted population(s) can aim at** and assessment of the existing or potential skills mismatch in a medium to long term perspective;
- (4) Assessment of the **capacity of skills development systems** to provide the required skills and identification of potential skills development partners.

The scope of research should **focus on at least two specific province(s) selected from Mpumalanga, Northern Cape, Eastern Cape, and/or Free State**. It should build on previous research conducted by the ILO or by other partners. For instance,

- In 2021, the ILO carried out a **Rapid Situational Analysis of Opportunities and Challenges for a Just Transition in the Free State province and Gert Sibande and Nkangala districts in Mpumalanga province**. The desk review defined the challenges and opportunities for a just transition as a first step toward adequate planning and implementation at the district and provincial levels. The intention was to inform a longer-term research and action planning process, institutionalisation thereof, and iterative implementation, with attention to priority sectors. The level of analysis informed the point of entry and boundary for investigation as well as the convening/authorising stakeholder (District and Provincial governments, respectively). The methodology followed the ILO's rapid situational analysis template, which also identifies Just Transition hotspots.
- The Skills Chapter of the JET Implementation Plan adopted in 2023, identifies Skills Development Zones as local learning networks which will focus on specific value chains that can unlock a just energy transition as well as local economic development. The skills development zones will be sites of catalytic interventions and partnerships with business and educational institutions.

These and other research work should constitute the starting point for this specific assignment. In-depth research may be needed to gather information from the prioritised provinces, sectors and value chains.

4. Schedule and Reporting

The expected **deliverables** and **milestones** are as follows:

Deliverables	April	May	June	July	Aug
1. Inception report & annotated outline of research reports					
2. First draft research report (part 1)					
3. Preliminary finding presentation to stakeholders (part 1)					
4. First draft research report (part 2)					
5. Preliminary finding presentation to stakeholders (part 2)					
6. Final draft research report					
7. Research validation at a workshop					

More detailed description of each step is as follows:

RESEARCH SCOPE

- ✓ Problem definition, taking into account short term needs
- ✓ Research question
- ✓ Preliminary desk review and mapping of companies to be targeted
- ✓ Selection of targeted province(s)
- ✓ Research design (Approach, Methodologies, Project management, Outputs, Workplans)
- ❑ **Output: Inception Report and Annotated outlines of research reports (both for Part 1 and 2)**

RESEARCH PROCESS (both for Part 1 and Part 2)

- ✓ In-depth desk review on selected provinces (secondary data)
- ✓ Data collection in targeted locations/value chains (primary data)
- ✓ Stakeholder interviews at national and provincial levels
- ✓ Analysis
- ✓ Preliminary findings
- ❑ **Output: Draft research reports (both for Part 1 and 2 research)**

PRELIMINARY FINDINGS PRESENTATION TO STAKEHOLDERS (both for Part 1 and Part 2)

- ✓ Preparation of preliminary findings presentation

- ✓ Tripartite+ (face-to-face) workshop at provincial level to gather feedback and inputs
- ✓ Online sharing of preliminary findings at national level
- ❑ **Output: Stakeholders inputs to the research**

RESEARCH FINALIZATION

- ✓ Integration of inputs from stakeholders
- ✓ Additional consultations if needed
- ✓ Finalisation of findings
- ✓ Recommendations
- ❑ **Output: Final Research Report**

RESEARCH VALIDATION

- ✓ Preparation of final report presentation
- ✓ Tripartite+ validation (online) at national and provincial level
- ❑ **Output: Research validation**

5. Roles, reporting and specific clauses

- The incumbent is required to make progress updates to the ILO monthly and on ad-hoc basis as needed.
- If it appears necessary to modify the tasks of work or exceed the time allocated, the consultant must discuss the circumstances with the ILO and obtain prior written approval.
- The ILO may disclose the draft or final report and/or any related information of the systematic review to any person and for any purpose they may deem appropriate.
- All data and information received from the ILO for the purpose of this assignment are to be treated confidentially.

6. Completion criteria

The draft research reports should be analytic, highly polished and accessible to specialist readers as well as non-specialists. The draft should be written in English and follow as much as possible the ILO house style manual.

The payment for the services will be made in three instalments:

- 25% after the submission of deliverables 2 and 3 to the satisfaction of the ILO
- 25% after the submission of deliverables 4 and 5 to the satisfaction of the ILO
- 50% on acceptance of deliverables 6 and 7 to the satisfaction of the ILO

7. Required qualifications, skills and experience

- An Advanced University Degree in any of these relevant fields: social science, social policy, economics, development studies, etc.), or a related field with experience in skills evaluations or assessments at country or regional level;
- At least 10 years of progressive experience of working in capacity/skills development, labour market policy making and programme implementation, focusing on skills development and other related fields, and having strong understanding of green economy and just transition in the context of South Africa;
- Proven experience in collecting qualitative and or quantitative data for socio-economic research projects;
- In depth understanding of labour market and employment trends in South Africa;
- Proven experience in working with and supporting government agencies and/or of large-scale skills assessment/measurement projects in South Africa will be an added advantage;
- Excellent working relationships with youth stakeholders in South Africa, including governmental organizations, non-governmental organizations and social partners, at national and local level.

- Demonstrates strong English written communication and drafting skills.

8. Submission of proposals

- The closing date for proposals/quotations is 25 March 2024 23:59 PM (SAST time). Proposals should be directed to: skills-pretoria@ilo.org
- Proposals must include: a cover letter, technical proposal (research methodology and approach to the assignment), detailed financial proposal and CV(s) of the team of experts involved.