

## TERM OF REFERENCE

### Baseline survey for education governance programme

#### *“Promoting social accountability in education sector in Vietnam”*

#### I. Background

Oxfam is an international confederation of 15 organizations working together in 98 countries and with partners and allies around the world to find lasting solutions to poverty and injustice. In Vietnam, Oxfam is recognized as one of the leading international NGOs, especially in rural development, disaster risk reduction and humanitarian response, civil society development, ethnic minorities, and women’s empowerment.

Oxfam’s education programme aims to *have more children (especially girls and ethnic minority children) access their rights to quality basic education*. In the past decades, this programme has built a good model of Child Centered Methodology (CCM) of which thousands of teachers and students, especially school girls from Tra Vinh, Lao Cai and Dak Nong provinces have been benefiting. Also, Oxfam has been advocating the Ministry of Education and Training (MOET) for national expansion of this model.

In the next three years, Oxfam’s education programme will focus on promoting social accountability and engagement between local authorities/education service providers (duty bearers) and children and their parents (right-holders). The project will focus on children as change agents by equipping them with knowledge and tools to understand their rights, identify their needs and aspirations, and creating spaces where they can communicate with decision makers within the school environment but also reach out to policy-makers to contribute to influencing policies and implementation of existing legislation in a safe and constructive way.

The programme is also an opportunity to support the Vietnamese government in their efforts to strengthen democratic mechanisms to ensure good governance and accountability in education sectors. This is especially important in the decentralised education sector where participation and understanding of roles and responsibilities of citizens (and future citizens) is key.

The programme activities will be implemented at local level including three provinces (Ninh Thuan, Lao Cai and Dak Nong) as well as at national level for policy advocacy and campaign. The programme activities are designed under the following objectives:

Long-term Objective: Children understand their rights and are active in the process of demanding them

Mid-term objectives:

- i. Enhanced capacity of children in understanding their rights, identifying their needs and being able to communicate with teachers, education managers and policy makers in a safe and constructive way
- ii. Improved capacity of Parents’ Associations (PA) on holding teachers and school managers to be accountable for service delivery of quality education for children
- iii. Improved commitment and capacity of teachers and school managers on being accountable for education service delivery for children

- iv. Strengthened accountability mechanisms between right holders and duty bearers and among duty bearers
- v. Selected education polices, programme, plan incorporate some findings/recommendations as results of policy research, advocacy, media alliance, networking efforts

*“Putting women’s rights at the heart of what we do”* will be a significant emphasis in Programme Cycle Management (PCM). In other words, women’s rights and gender equality are integrated in all programme activities.

In that context, there is a need to conduct a baseline survey for developing appropriate indicators for programme monitoring, evaluation, accountability and learning (MEAL) purpose. This TOR is designed for the baseline survey undertaken in three provinces (Ninh Thuan, Lao Cai and Dak Nong) (addressing 1st to 4<sup>th</sup> objectives).

## **II. Expected results from the baseline survey**

- A reliable quantitative and qualitative data in line with four above mentioned objectives is identified;
- A reliable quantitative and qualitative data on gender equality is identified;
- A logframe with SMART indicators with gender perspective is developed with close participation of different stakeholders;
- A data system for MEAL purpose is developed;
- Recommendations for program MEAL are identified;

## **III. Key responsibilities of consultant**

- Provide Oxfam in advance with survey plan including survey methodology, report outline, questionnaires, data analysis plan etc;
- Desk review and secondary data analysis;
- Conduct fieldworks at selected sites;
- Analyse data collected and produce a logframe and draft survey report in Vietnamese and English;
- Consult with stakeholders on survey findings and logframe;
- Finalize logframe and survey report in both English and Vietnamese with recommendations for action at the next steps;
- Ensure that gender sensitive principles are incorporated in survey materials and activities during the survey;

## **IV. Requirements of consultant’s qualification and experience**

- Must hold at least a Master’s Degree, preferably in public policy and management. Knowledge on and experience in education management would be an advantage;
- Proven experience on quantitative and qualitative data collection and processing, and production of analytical research/survey reports in the field of social development;
- Strong experience with participatory research/survey methods in Viet Nam;
- Proven knowledge, understandings on and insights of **CHILD RIGHTS and women’s rights**
- Sound understanding of political system such as **Governance, Social Accountability, Civil Society Development and Decentralisation process in Vietnam**

- Solid experience of working with different stakeholders: government; civil society organisations; communities and so on.
- Strong analytical and writing skills in Vietnamese and English;

#### **V. Survey sites, tentative schedule and consultancy fee**

The survey will be conducted with the following expected plan:

- |               |                             |               |
|---------------|-----------------------------|---------------|
| - Ninh Thuan: | 04 schools of two districts | 12-18/03/2012 |
| - Dak Nong:   | 05 schools of two districts | 02-08/04/2012 |
| - Lao Cai:    | 06 schools of two districts | 16-22/04/2012 |

The consultancy fees will be paid based on working experiences of consultant. The accommodation, travel costs and per diem will be covered by Oxfam in accordance with Oxfam's cost norms and procedures.

***Interested candidates are kindly requested to submit a letter of interest and survey proposal which should include:***

- A technical and financial proposal;
- CV of consultants;
- At least three references;
- A sample of past relevant work;

The deadline to receive the survey proposal: No later than **Friday, 2 March 2012. Only shortlisted candidates will be contacted.**

Contact person:

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