

## TERMS OF REFERENCE

### Consultancy for Training of key preschool teachers on developing and organising learning through play activities for children

#### I. BACKGROUND

Plan is an international humanitarian, child-centred community development organization without religious, political or government affiliation. Plan Vietnam, in cooperation with the local authorities, is currently implementing projects in 15 provinces and cities in the northern and central regions of the country. Plan Vietnam has a new Country Strategic Plan (CSP3) for 2011-2016, which outlines the situation of children, and Plan's response to these issues in the areas of health, education, livelihoods, child protection, water and environmental sanitation.

Based on the design of The Education program under the new CSP3, Plan designed the project of Early Childhood Care and Development which will carry out in Gia Lai province from 2011-2017. The project's overall goal is to reach Education for All targets in Gia Lai Province by improving young children's development and wellbeing through effective and holistic early childhood interventions. Four mid-term outcomes are described:

- 1) Improved young children's development status, with a focus on 0-3, through enhanced support from community-based care and early stimulation initiatives in targeted communities.
- 2) All children aged 3-5 participate in quality and culturally appropriate formal or non-formal early learning opportunities, including a dedicated school readiness program for 5 year olds.
- 3) Improved quality of pre-school to primary school transition of children aged 6-8 in ethnic minority areas.
- 4) An improved and more integrated policy environment related to ECD.

The project will promote more effective and better quality ECCD in 7 communes of 04 disadvantaged and mountainous districts of Gia Lai province as below.

Districts/town	Communes
An Khe (town)	Tu An
Dak Po	Ya Hoi, Yang Bac
KBang	Kroong, To Tung
Kong Chro	Kong Yang, Yang Nam

Learn through Play is practical for young child development. However, the project baseline evaluation showed that most teachers in the project sites still used rote teaching/learning and did not facilitate children's learning through playing. To build up capacity for preschool teachers' skills on how to develop and organize learning activities through playing (exploring activities the local cultural practices), Plan in Vietnam is seeking a consultant/team to conduct 2 TOT trainings for key preschool teachers on learning through play activities for children.

#### II. AIM OF THE TRAINING: By the end of 2 training, preschool teachers are expected to be able to:

- Have sound understanding of Why learning through playing is important to young children development?



- What skills preschool teachers should have in developing and organizing the learning through play activities?
- Know How to develop and organize certain learning through play activities, including exploring local cultures/knowledge
- Develop Plan for roll out training of preschool teachers on a the topic

III. **TIME OF TRAINING:** tentatively in April and May 2015

IV. **OBJECTIVES OF THE CONSULTANCY:** The specific objectives of this consultancy are to:

- Develop material for training
- Design the training agenda and content
- Develop pre/post test tools to ensure the quality and results of the training
- Conduct 2 TOT trainings for key preschool teachers on developing and organizing learning through play activities for children
- Write a training report (either in English or Vietnamese)

**V. SCOPE OF CONSULTANCY WORK:**

#	Proposed activities	Key facilitator	Co-facilitator
1	Develop material for training	4 days	
2	Develop agenda and content, including pre and post test tools of 02 trainings	2days	
3	Conduct 2 trainings for key preschool teachers on organising play activities for children (The co-trainer only works for 6 training days)	6 days	6 days
4	Write report	1 day	
	<b>Total working days</b>	<b>13 days</b>	<b>6 days</b>

**Note:** this is tentative only.

VI. **EXPECTED DELIVRABLES:** The Consultant/s will be responsible to complete the following activities with results as follows:

- Training agenda should be submitted to Plan Vietnam within 08 working days before the training course as latest
- Training curriculum, including pre and post test instrument should be submitted to Plan Vietnam within 05 days before the training course as latest
- TOT training should be conducted as agreed schedule/timeline
- Training report for a specific module should be submitted to Plan Vietnam within 05 days after the training completed as latest

**VII. REQUIREMENTS FOR THE CONSULTANT:**

**7.1. Technical expertise:**

- Have strong expertise and experiences in preschool education, early stimulation
- Have strong knowledge and experiences in child-centred approach and learning through play in preschool curriculum

- Have strong and practical experiences in adult active learning methodologies and skills
- Have sound understanding and experiences of local culture as preferred

**7.2. Submit proposal:** while applying to this consultancy, the consultant/team applicant is requested to submit a full proposal which describes clearly:

Description of work:

- Proposed detailed training agenda, work division for each member
- Methodologies/approaches to be applied in the training, and methods/tools to measure the training results

Costs

- Estimated total working days per member, and proposed rate for each member

Human resources

- List of consultant team members, expertise in the regard of this consultancy
- Consultant's CVs
- Any material/document as reference related to this task assignment

**VIII.TIME FRAME:** The total estimated consultancy day is as indicated in the scope of work. This is tentative and will be negotiated based on the action plan agreed by and between the Consultant(s) and Plan in Vietnam

**IX.RESPONSIBILITIES OF PLAN STAFF:**

- Gialai ECCD Project Manager and her staff (education project officer) will support and monitor progress of consultant(s)' work.
- National education specialist might provide inputs to the training curriculum when needed

**X.BUDGET ESTIMATION:** The fee for consultants will be negotiated and applied according to Plan in Vietnam regulations.

**Gia Lai ECCD Project contact person:**

Nguyen Lang Binh (Mrs), Gia Lai Project Manager

Email: [binh.nguyenlang@plan-international.org](mailto:binh.nguyenlang@plan-international.org)

Address: Gia Lai DOET, 2<sup>nd</sup> floor, 56 Tran Hung Dao, Pleiku. Tel: (059) 387 2294