

TERMS OF REFERENCE ON
FEASIBILITY STUDY OF STRENGTHENING INSTRUCTION OF VIETNAMESE AS A SECOND LANGUAGE
FOR ETHNIC MINORITY LANGUAGE CHILDREN IN PRIMARY SCHOOLS

Room to Read seeks a qualified consultant to conduct a feasibility study of Strengthening instruction of Vietnamese as second language for minority language children in primary schools in Vietnam. The Ministry of Education and Training (MoET) has prioritized strengthening Vietnamese instruction for minority language students, and has called for proposals for technical assistance. The study is to identify current gaps in Vietnamese as second language instruction so that Room to Read can provide technical assistance to (MoET) to address the gaps. The study will run from June to August 2017 and includes collecting and analyzing primary and secondary qualitative and quantitative data; presenting these findings; and writing a report in English and/or Vietnamese summarizing the results of findings.

1. Context

Room to Read is implementing its Literacy Program and Girl Education Program in Vietnam. The aims of these two programs are to support primary school children to become independent readers and girls to complete secondary education and be equipped with needed life skills to make key life decisions.

Room to Read is looking to expand its expertise to support minority language children in learning to read Vietnamese as second language in primary schools. In order to position ourselves to provide this support, Room to Read seeks to conduct brief research to better understand what MoET needs are, what already exists to support minority language students in learning to read in Vietnamese, and where there are gaps in support that could be supplemented by Room to Read. To conduct this initial research, Room to Read requires the support of a consultant.

Specific questions/information that the consultant will be asked to research/gather, include:

1. What is the overall landscape/support for minority language students in Vietnam, especially in learning Vietnamese as a second language?
2. What are MoET expectations for the “Strengthening the Vietnamese Language” project?
3. What are the major minority languages in Vietnam?
4. What funding and partnership opportunities are available for this type of work?

2. Study Objective

- Review most recent MoET “Strengthening Vietnamese Language” proposal.
- Research on minority languages in Vietnam.
- Research former and existing programs to support minority language students, especially in learning how to read, in Vietnam (including local NGOs, INGOS, and government partners).

- Prepare a list of experts from the government and INGOs, and participate in meetings alongside Room to Read.
- Identify opportunities for Room to Read to respond to the gaps and interest from MoET, and propose ways in which Room to Read can provide technical assistance to MoET to strengthen Vietnamese as second language instruction for minority language primary students, especially in learning how to read.

3. **Scope of the study**

The study will include the following responsibilities:

- Desk research
- Interviews with key stakeholders
- Final report of key findings of existing resources for minority language students to learn to read in Vietnamese as a second language, existing gaps, and opportunities for Room to Read to support these students and MoET

4. **Sample of Population:**

Primary data will be collect from the following:

- Key national government officials, experts, and stakeholders from MoET and elsewhere
- Program documentation of strengthening Vietnamese learning for minority language students from MoET and NGOs

5. **Method**

This study involves analysis of primary data collected thorough interviews and focus groups discussions and secondary data collected through desk reviews of relevant documentation and materials.

6. **Consultant's Roles and Responsibilities**

In consultation with Room to Read staff:

- Create a detailed study plan in line with this TOR, including specific activities, timeline, and related budgets, and submit to Room to Read point person for approval.
- Select and review key documents for desk research (e.g. MoET proposal document to Strengthen Vietnamese as a Second Language)
- Design interview tools, and submit to Room to Read point person for approval.
- With support from Room to Read, identify interview participants (including Government officials, staff from local NGOs and international NGOs, and other relevant stakeholders.
- Conduct interviews.
- Analyze interview results and review of key documents and write result findings. Findings must discuss the following:
 - o MoET's current programs and curricula of strengthening Vietnamese as second language, especially in learning how to read.

- NGOs’ and other organizations’ programming/curricula that addresses strengthening Vietnamese as second language for minority language primary school students, especially in learning how to read, and their strengths and gaps in addressing the need.
- Room to Read’s added value to MoET’s proposal of strengthening Vietnamese as second language for ethnic primary students.
- Present the findings to Room to Read and make necessary revisions based on the feedback received.
- Write report based on Room to Read provided report framework. The consultant will present a draft report in English and/or Vietnamese to Room to Read. The final report will incorporate the feedback received from Room to Read, and will be in both English and Vietnamese.

Tasks, Timeline, Deliverables, Budget, and Estimated Time

Task	Timeframe	Deliverable
Submit study plan for review and approval	30 May 2017	● Study Plan
Review key documents	15 June 2017	●
Design Interview Tools for review and approval	20 June 2017	● Interview Tools
Conduct and analyze interviews	20 July 2017	● All interview notes and analyses
Submit Draft Study Report in English or Vietnamese	14 August 2017	● Draft Study Report in English or Vietnamese
Presentation of findings	25 August 2017	● Presentation
Submit Final Study Report in English	10 Sept 2017	● Final English Study Report
Submit Final Study Report in Vietnamese	20 Sept 2017	● Final Vietnamese Study Report

**all collected data and analyses will be owned by Room to Read*

Budget: not exceed \$ 3,000

Estimated hours of work: three months at approximately 40 hours of work per month

8. Consultant Qualifications

Required

- a. Experience in early grade education
- b.** Knowledge of and access to large network of professionals in education, especially early grade reading (both NGOs and government partners)

Preferred

- a. Strong English writing and speaking skills
- b. Degree in social sciences or education, with an emphasis early grade reading and/or linguistics.
- c. Experience in and/or knowledge of minority languages in Vietnam
- d. Experience in supporting minority groups in Vietnam or related social issues

To apply, please email a letter of interest, CV, proposal and budget, and writing sample in English or Vietnamese, to Ms. Van Tran (van.trankimtuyen.le@roomtoread.org) May 20 20, 2017.