
Deadline: 08 June 2022

Development of a Skills Initiative for Africa (SIFA) – Skills Anticipation Project Knowledge Products**Strengthening Labour Market Information (LMI) and skills anticipation systems in six (6) selected African Union (AU) and African Union Development Agency (AUDA-NEPAD) Countries**

These Terms of Reference (1) provide background information on the Skills Initiative for Africa (SIFA) Skills Anticipation Project, (2) outline the framework for the assignment, (3) describe the specific inputs and outputs required from the service provider and (4) list the terms and condition of the assignment.

1. Background and Rationale

Africa's young population is rapidly growing and expected to double to over 830 million by 2050. If properly harnessed, this increase in the working age population has the potential to support increased productivity and stronger, more inclusive economic growth across the continent. However, even though several countries in the continent registered fast economic growth over the past decades, this has not kept pace with the growing numbers of new job seekers. While 10 to 12 million youth enter the workforce each year, only 3 million jobs are created, leaving vast numbers of youth unemployed. According to the World Bank, youth account for 60% of all of Africa's jobless. The large number of young people who are not in education, employment or training but also the lack of demand-oriented skills development leads to the fact that young people in particular do not find adequate employment. This is one of the greatest challenges for the socio-economic development of Africa.

The skills development landscape in most African Countries typically consists of public and private providers and is often highly fragmented and poorly coordinated. Skills development programmes on the other hand normally lack demand-orientation and quality and neither meet labour market demand for skills nor social demand for accessible skills development that can lead to better employability. The lack of accepted labour market relevant skills development outcomes and provision standards means that comparability and quality assurance of programmes and certificates is often not possible. This has a negative impact on the reputation of skills development, and also hinders articulation in the education and training system as well as labour mobility. As a result, a shortage of skilled workers and at the same time high unemployment, even among graduates from skills development programmes is a very common phenomenon in most African countries.

The tripartite representation of International Labour Organization (ILO) agrees that countries that have succeeded in linking skills to gains in productivity, employment and development have targeted skills development policy towards three main objectives:

- matching supply to current demand for skills;
- helping workers and enterprises adjust to change;

- building and sustaining competencies (1) for future labour market needs.

Such a strategy includes anticipating and delivering the skills that will be needed for future labour markets.

Against this background, the African Union (AU) has adopted a set of strategies to address medium and long-term aspirations for a more prosperous Africa. Notably, the Agenda 2063, the African Youth Charter (2006); the Continental education strategy for Africa (CESA 2016-2025); the Continental Technical and Vocational and Education and Training (TVET) Strategy (2014); and an initiative to boost education, technology and innovation (C10) Championing Education, Science and Technology.

The SIFA is a Project of the African Union Commission (AUC) and the African Union Development Agency (AUDA-NEPAD) supported by the German Government and European Union. It seeks to contribute toward the AU's agenda for a more prosperous Africa. Under the EU Funded SIFA component on Skills for Youth Employability (SYEP), the AU is collaborating with the International Labour Organization (ILO) to implement Skills Anticipation capacity development interventions.

The Skills Anticipation Component aims to facilitate identification and anticipation of skills as an integral part of national labour market information systems (LMIS). The main objective of this new component is to ensure more effective matching of skills supply to skills demand in the labour markets of targeted AU Member States. Interventions under this component will contribute towards the overall SIFA objective of enhancing the employability of the African youth. The implementation of the Component is led by a country level tripartite-plus and inter-ministerial 10-member National Task Team (NTT) on skills anticipation. For example, in Zimbabwe, a National Task Team (NTT) includes the Ministry of Higher and Tertiary Education, Innovation, Science and Technology Development, Ministry of Public Service, Labour and Social Welfare, Ministry of Industry and Commerce, Statistics Agencies, Policy research institutions, Private Sector apex bodies, Employer and Worker Organizations and institutions responsible for the design and conceptualisation of education and training provision. The NTT is responsible for supporting implementation of Project activities and for guiding decisions on sustainability of the project outcomes.

Against this background, ILO through the SIFA-Skills Anticipation Programme seeks to document its support to the Capacities of AUC, African Union Development Agency (AUDA-NEPAD), and national authorities on strengthening the labour market forecasts and skills needs anticipation. This has been conducted through a two-fold strategy.

- i. Capacity building of AU and NEPAD six (6) targeted countries namely, Zimbabwe, Eswatini, Gabon, Zambia, Ghana and United Republic of Tanzania on skills anticipation systems
- ii. Strengthen skills anticipation systems of AU and NEPAD targeted countries

To attain the two-fold strategy, the ILO in collaboration with a tripartite plus NTTs has been implementing various initiatives using the ILO methodologies of strengthening LMI and Skills Anticipation Systems guided by the following milestone, outcomes, outputs and activities:

Milestone : Skills anticipation systems strengthened

Outcome: Strengthen skills anticipation system at country level

Output 1: Mapping of existing LMI institutions, data infrastructure, capacities, and approaches

Activity 1: Conduct a stocktaking analysis of labour market information and skills anticipation systems

Output 2: Country level tripartite and inter-ministerial task teams on strengthening skills anticipation established

Activity 1: Establish an inter-ministerial and tripartite plus national task team on skills anticipation

Output 3: Capacities of national level actors and institutions to improve LMI system strengthened

Activity 1: A series of training to develop capacities for analysis on Labour Market and Skills Anticipation Information and for policy coordination, governance and dialogue.

Output 4: National level action plan for strengthening LM and skills anticipation system developed

Activity 1: The tripartite task teams reviewing the recommendations laid down by the stocktaking inventory and validate further actions.

Activity 2: The validation of the recommendations for strengthening skills anticipation measures, taking account of gender and other cross cutting issues

Activity 3: Submission of the National Action Plan to the relevant authorities by the National Task Teams.

Output 5: Sector based Skills Anticipation Methodology (Skills for Trade and Economic Diversification) piloted in selected priority sectors

Activity 1: Identification of a sector by key stakeholders including the Ministry of Industry and Commerce and Ministry of Foreign Affairs and International Trades

Activity 2: National Task Teams pilot implementation of the Skills for Trade and Economic Diversification (STED) methodology with support from research institutions

2. Assignment Objective

- i. The **overall objectives of the assignment** is to develop a learning brief from an analysis and synthesis of the practical experiences, lessons and good practice in the processes undertaken by some SIFA Skills Anticipation target Countries toward efforts to national level strengthen skills anticipation practices. The process will include review and the processes undertaken by the Project and the various tripartite-plus National Task Teams in the six countries, Zimbabwe, Eswatini, Gabon, Zambia, Ghana and United Republic of Tanzania on (i) situation analysis of existing labor market information and skills anticipation practices, institutional arrangement and dialogue mechanisms and the development of actionable recommendations, ii) subsequent development of National Action Plans for system strengthening, iii) Capacity development of key labour market actors and players in the targeted countries on the concept of skills anticipation, its links to labour market information systems and improving analytical capacity for skills

anticipation data, And (iv) Piloting of the sector based skills anticipation methodology STED (skills for trade and economic diversification) with the objective of coming up with an inventory of skills needed to promote sector growth.

- ii. In particular, the consultant is expected to develop a seven to ten-pager learning brief with graphic layout and infographics that presents and synthesizes all the processes, experiences, good practice and key lessons undertaken by the project together with the National Task Teams and the Country consultants during the processes of strengthening LMI and Skills Anticipation.
- iii. To develop three web-stories with infographics and pictures that showcase the key results attained by the Project

3. Scope of Work

The scope of the assignment includes the developing a learning brief, three digital web-stories and one two-pager fact sheet to be published on the African Union Commission (AUC) and the African Union Development Agency (AUDA-NEPAD) African Skills Portal for Youth Employment and Entrepreneurship ([ASPYEE](#)) Portal. The three Knowledge products should demonstrate how the ILO has supported the the AU and NEPAD six (6) targeted countries namely Zimbabwe, Eswatini, Gabon, Zambia, Ghana and United Republic of Tanzania on skills anticipation systems.

The learning brief should showcase key results of how the SIFA Project has contributed to the strengthening of LMI and Skills Anticipation in four countries namely, Zimbabwe, Eswatini, Zambia and Ghana. The consultant is expected to compile results and a develop a fact-sheet with results attained from all the six (6) countries Zimbabwe, Eswatini, Gabon, Zambia, Ghana and United Republic of Tanzania. The Consultant is also expected develop social media cards aligned to the SIFA Skills Anticipation Project to ensure a wide dissemination of these learning brief demonstrating ILO's work in the skills anticipation. The knowledge products will be designed following the AUC and AUDA-NEPAD Communication and Publications Procedures. The Consultant shall consult with the ILO at the beginning of the assignment on the publication rules and graphic designing guidelines integrating the ILO and the AUDA-NEPAD House Style Manual.

4. Specific Tasks

The Consultant is expected to conduct the following:

- i. Review all documents and processes undertaken during the strengthening of the LMI and Skills Anticipation in the six (6) countries.
- ii. Conduct individual interviews and a focused group discussions with the four ILO Project Teams, National Task Teams and Consultants to understand and document the processes undertaken throughout the process of strengthening LMI and Skills Anticipation.
- iii. Design a ten-pager Learning Brief with graphic layout and infographics that demonstrate all the processes undertaken in strengthening Skills Anticipation in the six countries.
- iv. Develop three digital web-stories demonstrating various the processes undertaken by the ILO and NTTs in strengthening Skills Anticipation in the six (6) countries.

- v. Compile results from all the six countries, namely Zimbabwe, Eswatini, Gabon, Zambia, Ghana and United Republic of Tanzania and develop a two-pager fact-sheet with infographics.
- vi. Develop at least four social media cards to be used for wide dissemination of the knowledge products demonstrating ILO's work in the skills anticipation

Deliverables

The Consultant is expected to deliver the following:

- i. A seven to ten-pager learning brief published on ASPYEE and ILO websites, demonstrating demonstrate how the ILO has supported African Union Member States on strengthening the labour market information and skills anticipation systems.
- ii. Three digital web-stories, demonstrating how the ILO supposed SIFA-Skills Anticipation component supported the strengthening of Skills Anticipation systems and practices in the project countries.
- iii. A two-pager fact-sheet with infographics demonstrating consolidated results from the project interventions s under the project
- iv. At least four social media cards (Twitter and Facebook) aligned to the AUDA-NEPAD and ILO social media house style.

2.1.Profile of the Consultant

The Consultant should have at the least, the following qualifications:

- A relevant academic qualification, in the field of public relations, journalism or marketing
- A minimum of five years of demonstrated professional experience in documentation and profiling of project results, digital communications and developing high-impact digital stories.
- Demonstrable background and experience in developing digital stories on issues related to rural economy, development and employment creation
- Ability and proven experience in multi-tasking, in taking initiative and delivering on short deadlines
- Familiarity with public relations and branding compliance
- Excellent written, oral and interpersonal skills

2.2.Timeframe

The selected consultant shall be contracted from 20 June to 31 August 2022.

2.3.Fees for the Assignment

The fees for the service will be per workday. The selected Consultant will be paid daily fees for the actual contracted days. The rate of daily fee will be determined based on a competitive process, through submissions of expressions of interest by the qualified and interested individuals. In consideration of the same, fee per workday for similar assignment(s) with the ILO or other UN and international agencies will be taken into account. Logistical expenses such as transport, communication costs and internet connectivity, where applicable, should be included in the budget to be presented.

2.4.Expression of Interest

Expressions of Interest (EoI) should include:

Technical proposal:

- A cover letter and updated Curriculum Vitae;
- Brief explanation on understanding the Terms of Reference;
- A profile demonstrating evidence of similar work done and experience to undertake the assignment.

Financial proposal:

- asking rate (fees) in USD per workday and estimated number of workdays required to perform the assignment. Other logistical expenditures, if applicable, must be included in the budget breakdown.

The EoI (financial and technical proposals) must reach the ILO **no later than 8 June 2022** and should be sent to the emails below:

Technical Proposal: HRE-PROCUREMENT@ilo.org (note it's HRE-PROCUREMENT@ilo.org)

Financial Proposal: FIN_HARARE@ilo.org (note it's FIN_HARARE)

Please consider that:

- The ILO only contracts individuals or companies in its Suppliers Database. Interested individual bidders should submit at their earliest convenience their filled in supplier's forms. Click on this [Link](#) to access the supplier's forms. Once completed, filled in and signed suppliers forms should be submitted to HRE-PROCUREMENT@ilo.org copying FIN_HARARE@ilo.org
- Individuals consultants are also required to complete the B-SAFE Security Training Course <https://training.dss.un.org>. Once you complete the course, you will be awarded a certificate that should be submitted HRE-PROCUREMENT@ilo.org copying FIN_HARARE@ilo.org

2.5.Special Terms and Conditions

Confidentiality Statement and Intellectual Property of Data

All data and information received from the ILO and the stakeholders for the purpose of this assignment are to be treated confidentially and are only to be used in connection with the execution of these Terms of Reference. All intellectual property rights arising from the execution of these Terms of Reference are assigned to ILO according to the contract. The contents of written materials obtained and used in this contract may not be disclosed to any third parties without the express advance written authorization of the ILO.

Unsatisfactory or Incomplete Work

For the assignment, the ILO's Standard Rules and Procedure for Ex-Col/ Service Contracts shall be applicable. In event that the service delivered is unsatisfactory or fails to conform to the conditions set

out above, the ILO reserves the right, as appropriate to interrupt it, to request that it be corrected or modified, or to refuse to accept the service.