

## Terms of Reference

**USAID-funded Project: "Protecting children in Moldova from family separation, violence, abuse, neglect & exploitation"**

**(1<sup>st</sup> August 2010 to 30<sup>th</sup> June 2014)**

**Job title** : International Consultant for a Feasibility Study of the current preschool and pre-university educational (primary, secondary and high school) system for children with hearing impairments in Moldova within the project "Protecting children in Moldova from family separation, violence, abuse, neglect & exploitation"

**Period** : February - April 2014

**Reporting to** : Task Manager - Daniela Mamaliga (Partnership for EveryChild) and  
Line Manager - Adam Smith (EveryChild)

**Start Date** : Negotiable

### 1. Project Aims and Objectives

This project provides the authorities of Moldova with assistance in order to strengthen the child care and protection system, address the needs of vulnerable children and their families, and close the gaps in their access to quality social and educational services, including systems of prevention and protection of children from separation from their families, abuse, violence, neglect and exploitation.

The project is operating at national and local level in Moldova. Nationally, it supports the Ministry of Education, the Ministry of Labor, Social Protection and Family and the Ministry of Health in reconfiguring the residential childcare system, consolidating the pre-university educational system so that it provides inclusive education to children with special educational needs, consolidating the national child protection system to prevent separation from the family and provide the adequate care and protection to children without parental care.

Locally, it builds the skills of Ungheni, Calarasi, Cahul and Falesti local authorities in the process of strategic development of adequate child care and protection by supporting the development of an integrated system of social services addressed to children and families that includes an efficient system of prevention of child separation from the family, deinstitutionalization of children from residential care, family support social services and alternative family-type care.

### 2. The Scope of the Study

Partnerships for Every Child is looking for an international consultant to carry out an assessment of the situation of children with hearing impairments in the Republic of Moldova, with increased focus on the accessibility of the current preschool and pre-university educational system and the outcomes achieved by these children in the special educational system.

### 3. Purpose of the Study

The study aims to objectively and rationally identify the real need for educational services addressed to children with hearing impairments, the strengths and weaknesses, opportunities and threats of the current special preschool and pre-university educational system for children with hearing impairments, and suggest feasible solutions to the Ministry of Education for reconfiguring/modernizing the educational system for the benefit of these children.

The study aims to explore:

- The number of children with hearing impairments in the country: children integrated in the mainstream and special preschool and pre-university educational system, children non-enrolled in education, including by groups of age, gender, language, regions;

- Strengths and weaknesses, opportunities and threats of the current special preschool and pre-university educational system;
- The education conditions in special institutions for children with hearing impairments, training level of teachers and outcomes achieved by children in this system;
- The extent to which the educational system generates positive outcomes for children with hearing impairments who stay in residential care for a long period and the preparedness of these children for integration in the family, in further education and on the labor market;
- Possibilities and necessary conditions for the integration/inclusion of children with hearing impairments in the mainstream educational system
- The need for preschool and pre-university institutions at national level, taking into consideration the number of children with hearing impairments aged 0-16 in the country, the possibilities of integration of some children with hearing impairments in mainstream education, the quality of human resources employed in this system and other factors that matter for the strategic planning of the reconfiguration/modernization of the mainstream educational system;
- The conditions that are required for a special/mainstream educational institution for children with hearing impairments: location, conditions of education and care, requirements for teachers, education programs, languages of study, social support services, etc.;
- The institutional, human and financial resources required for the implementation of these solutions for reconfiguring and modernizing the mainstream and special educational system.

#### **4. Methodology:**

- Desk research of the reports of the Ministry of Education, the Ministry of Labor, Social Protection and Family and the Ministry of Health and of other national and local structures;
- Interviews with key personnel of the line ministries and their structures at local level;
- Interviews with NGOs working with children with hearing impairments;
- Interviews/focus groups with children with hearing impairments and their parents.
- Interviews with adults with hearing impairments (association of people with hearing impairments)

#### **5. Duties and Responsibilities**

The consultant will have the following duties and responsibilities:

- Lead and manage the process and maintain close collaboration with the Ministry of Education and Partnerships For Every Child;
- Lead the process and cooperate with the national consultant;
- Design the detailed research methodology (including the methods for data collection and analysis) ensuring that stakeholders are meaningfully involved in both the research and the analysis;
- Conduct the feasibility study (as per its scope described above);
- Draft the feasibility report and submit to MoE, P4EC and to other national and local stakeholders;
- Finalize the study report taking into account comments and feedback from stakeholders;
- Comply with the requirements of the technical assignment stated in these Terms of Reference on time and to a high standard.

## 6. Timeframe and payment

The feasibility study will involve a maximum of 30 days work between February - March 2014, and the final report should be submitted no later than the end of April 2014.

Time frame (indicative)	Key Activity	Output
First week	<ul style="list-style-type: none"><li>Document review</li><li>Discussion with representatives from MoE, P4EC</li><li>Revision of ToR with emphasis on method and approach and preparation of work plan</li></ul>	Work plan and evaluation process developed
Second week & Third week	<ul style="list-style-type: none"><li>Data collection through interviewing, focus group discussions etc.</li></ul>	
Fourth week	<ul style="list-style-type: none"><li>Report writing</li></ul>	First draft of evaluation report
Fifth week	<ul style="list-style-type: none"><li>Circulation of draft evaluation report to MoE and P4EC and incorporate feedback</li></ul>	Second draft of evaluation report
Sixth week	<ul style="list-style-type: none"><li>Workshop to present draft feasibility report</li><li>Incorporation of stakeholder feedback</li><li>Finalise feasibility report</li></ul>	Input from stakeholders on the draft evaluation report Final draft of the report

All reasonable expenses will be covered as long as they are accompanied by receipts. Payment will be made in 2 stages: 20% on submission of the agreed Work Plan and 80% on approval of the final report.

## 7. Lines of reporting

The consultant will be managed by the Partnership for Every Child Programme Director. The evaluation process, work plan and final report will be agreed through a consultative process with the project evaluation team with representatives from MoE of Moldova and P4EC.

## 8. Outputs

3 key outputs are expected: A workplan, a draft report and a final report.

The report should be clear and simply written and free of jargon. The main body of the report should not exceed 30 pages plus annexes, and should include the following sections:

- Basic information page (1 x A4 page maximum including Project title, agency name, USAID ref number, country, name of local partner, Name of person who compiled the MTR report, including summary of role/contribution of others in the team, period during which the evaluation was undertaken)
- Contents page
- Abbreviations and acronyms page
- Executive summary (1 page max.)
- A short introduction to the project and context
- Research methodology
- Findings & Analysis
- Summary of Recommendations (including details as to how they might be implemented)
- One page summary of lessons indicating with who and how lessons should be shared including those who are benefiting from the project, and how any resulting changes in the report will be included
- Annexes (including ToR for the MTR, schedule, people met, documents consulted etc.)

The report should support the analysis with relevant data and state how this has been sourced.

## 9. Competencies

### Essential

The selected external consultant(s) must:

- Have a background in social science, special needs education, particularly in working with children with sensorial disabilities
- Have demonstrable experience with research methodologies and participatory research techniques, including interviewing and involving vulnerable children in research;
- Have strong analytical skills;
- Have an understanding of different approaches to teaching children with hearing impairments;
- Be committed to taking into account views of children and their families;
- Have demonstrable experience of preparing quality reports in English.

**Desirable**

- Previous experience of conducting studies on children with sensorial disabilities;
- Spoken and/or written Romanian or Russian for interviews and reviewing documents;
- Knowledge of a sign language.

**10. How to apply**

Consultants meeting the person-specific requirements should email their applications to Daniela Mamaliga on [dmamaliga@p4ec.md](mailto:dmamaliga@p4ec.md) by **5pm Moldovan time on Monday 10<sup>th</sup> of February 2014**. Any questions or queries relating to this ToR should be sent to Daniela by 9am Moldovan time on Monday the 3<sup>rd</sup> of February.

Applications should include the following:

- ❖ Covering letter
- ❖ Technical proposal
- ❖ CV including 2 professional referees including one former client who knows your work
- ❖ An example of your work (Please provide a copy of an evaluation or piece of analysis you have authored – this will be treated in confidence)
- ❖ Budget

Research Activity	Objectives	Participants	Resources required	Time required
Short description of the evaluation/ research activity/ tool.	Which ToR's Objective does this relate to? How?	Who will you use this tool with?	What materials etc. are required to conduct this research activity?	How much time do you need to conduct this activity with all the participants?