**Term of reference**

**Consultancy to training of class teachers and play corner facilitators on leaning through play activities**

1. **Overview:**

Vietnam acted early and decisively to the COVID-19 crisis, closing borders and schools as early as February 2020, thereby allowing the country to control the disease and reopen schools by May. During the interim of school closures, however, issues of learning equity surfaced. While well-resourced schools provided online learning alternatives to continue schooling, the vast majority of schools – especially in more remote areas – stopped learning activities (including professional development for teachers) entirely. The COVID19 crisis made it clear that not all children have schools and teachers equipped and supported to address sudden shifts to remote learning. Many parents also struggled to offer their children adequate learning opportunities during school closure. Learning gaps will therefore need to be addressed to adequately prepare children as they return to school, especially those who are only about to begin primary schooling.

With the financial support from LEGO foundation, VVOB together with its partners will develop and air a set of video clips on Learning through Play (LtP) and organize a series of play-day events in 8 selected provinces of the country, all aligned to the learning domains specified in the Vietnam early childhood education curriculum to help children that transition into primary school overcome the learning gap they experienced.

The video-clips will target teachers and parents to apply Learning Through Play activities in their daily practices to develop children’s physical, cognitive, socio-emotional, language/communication and creative skills - domains emphasized in the Vietnam ECE curriculum as critical preconditions to children’s success in primary school. Each clip will end with a summary of key points and a message to encourage others to try it out and possibly also suggest some other materials for similar activities. The clips will later be used as an online resource for teachers when applying LtP.

VVOB collaborates with the National Women’s Union to organize a National Play event which is a day where teachers actively engage their pupils in LtP activities and parents re-engage with their children in playful activities that also contribute to their learning on the 5 developmental domains. The events will take place in the 8 target provinces of the iPLAY project: Da Nang, Quang Tri, Hanoi, Thai Nguyen, Ho Chi Minh City, Quang Ngai, Ha Giang and Lai Chau

To provide technical support to the above-mentioned deliverables, VVOB Vietnam is looking for a qualified consultant/team. Details of the consultancy requirements are described as below:

1. **Objectives of the consultancy:**

To provide training and coaching to class teacher and core facilitators of Play day event to ensure good performance of these target groups during implementation of the project

1. **Expected deliverables:**

Based on the set of LtP activities that are being developed by the VVOB experts and external consultants, the Consultants contracted under these ToR will be responsible to complete the following activities with results as follows:

* A class teacher’s coach instructions
* A facilitator’s training agenda and facilitation plan
* A training and coaching completion report should be submitted to VVOB within 05 days after the consultancy services completed as the latest.
1. **Scope of work and timeline:** from Aug 10th to December 31st, 2020

| **#** | **Activity** | **Description of activity** | **Deadline/s** |
| --- | --- | --- | --- |
| 1 | Develop and provide a 1 day training to prepare teachers for video clip filming | * A 1 day training on LtP in general (introduction) and on specific selected activities that support one/s of child development domains per teacher to prepare the teachers for their filming session.
 | A day prior the shooting timeline as below: 1. Aug 17-18: Hanoi - 4 teachers as minimum
2. Aug 24-25: Thai Nguyen - 3 teachers as minimum
3. Sept 14-15: HCMC - 5 teachers as minimum
4. Oct 19-20: Quang Tri - 3 teachers as minimum
 |
| 2 | Provide coaching to class teachers during video clip shooting  | * Coaching to instruct teachers how to apply the LtP activity in the classroom.
 | 1. Aug 17-18: Hanoi - 4 teachers as minimum
2. Aug 24-25: Thai Nguyen - 3 teachers as minimum
3. Sept 14-15: HCMC - 5 teachers as minimum
4. Oct 19-20: Quang Tri - 3 teachers as minimum
 |
| 3 | Develop play corner facilitator’s training agenda including facilitation plans | * A 3 days TOT training will be provided to core facilitators from 8 provinces (6 pax each province); trainers are from VVOB or outsourced.
* After the TOT training, the participants are able to train other facilitators in a 2 days training to organize and facilitate activities at each play corner (by 5 child development domains).
 | **By 25th Aug**: training curriculum is available  |
| 4 | Facilitate 2 TOT trainings of core facilitators | **From 3rd Sep – 10th Sep**: 2 TOT trainings (3 days each): one in HN and one in HCMC/or Danang |
| 5 | Coach (offline and online) to play corners’ facilitators during the training of facilitators and Play Day event | * To respond questions and inquiries of core facilitators relating to the training and preparations of Playday event.
 | **From 14th Sep – 3rd Oct**  : offline and online coaching to training of facilitators in 8 provinces |

1. **Requirement for the consultant/s**

**5.1. Required technical expertise**

* A least 5 years of experience in adult learning and coaching,
* Skillful in play-based learning activities for children;
* Skillful in active-learning and learner-centered methodologies;
* Sound understanding of Viet Nam education system and new primary education curriculum is an advantage
* Excellent interpersonal communication skills including experience of facilitation of workshops and presentations
* Availability during the estimated activity time frame;
* Ability to work both independently and as part of a team;
* Have excellent oral and written communication skills;
* Fluency in Vietnamese;

**5.2. Submission of CV proposal and Budget estimation**

While applying to this consultancy, the consultant applicant is requested to submit to VVOB the team members’ CVs, proposal for this consultancy including # of working days; task assignment among team member (if a team application), proposed consultancy’s fees.

**Deadline for proposal submission: by 5pm, 14 August, 2020**

**The proposal be emailed to:**hieu.le@vvob.org

1. **Budget estimation:**

The fee for consultants will be negotiated and applied according to VVOB Viet Nam regulations.

1. **Responsibility of VVOB staff**
* VVOB will provide the contracted consultant with a list of 15 LtP activities to be used in the video filming and 10 LtP activities (extracted from that total of 15) to be used in the Play-Day events.
* The Education advisor will work together with the consultant team in the regard of content to make sure the deliverables produced of high quality and well applied for video clip development and in the Playday event.
* The Primary Education manager will manage and monitor progress of consultant team’s work well as to coordinate collaboration between the consultant team with VVOB technical staff during the consultancy takes place.

**Annex 1:** Concept ideas for learning through play video clips

1. Morning Meeting ([Responsive Classrooms](https://www.responsiveclassroom.org/what-is-morning-meeting/))
2. Grej of the day
3. Using thinking routines (Project Zero)
4. Creative writing techniques
5. Kilometre reading
6. Student self-reflection techniques
7. Social interaction techniques and routines
8. Using mathematics in the garden
9. Talent Archipelago
10. Corner work
11. Energizers and short ‘in-betweens’
12. Mystery Skype
13. Using provocations and open invitations
14. My Other Half
15. Discussion panels
16. Traditional Games
17. Gallery Walk
18. Trust Games
19. Collaboration Games
20. Hopes & Dreams
21. Dramatic reading
22. Puppetry/theatre
23. Storytelling
24. Jigsaw reading
25. Go Outside
26. Move
27. Mind maps
28. Organised quiet time