

VACANCY ANNOUNCEMENT

Swisscontact is a leading organisation for the implementation of international development projects. We promote inclusive economic, social, and ecological development to make an effective contribution towards sustainable and widespread prosperity in developing and emerging economies.

We invite applications from qualified, committed and experienced candidates for the following position at Swisscontact.

Position: Advisor -Technical and Vocational Education and Training (TVET)/Skill Development Nepal and the South and Southeast Asia region

The position will provide advisory and technical support to TVET/Skills projects in Nepal and Swisscontact operations in Bangladesh, Cambodia, Laos and Myanmar. The primary responsibility of the role is to support projects/programs in TVET/skills portfolio in designing innovative approaches, methodologies, formulating strategies for quality assurance and help build synergies across projects in the region. The position will also support in new business opportunities in the region.

Reports to: The Regional Office South & Southeast Asia

Duty Station: Nepal with regular visits to project locations in the South and Southeast Asia region

Required Education and Experience & Skills:

- Minimum MA/MS in any field with specialization in TVET/Skills – Professional Certification/degree in TVET is an added advantage
- 15 years plus experience in the TVET/Skills sector. International experience in the sector is preferred
- Excellent communication skills in English.
- Ability and experience to work in different country context and settings

To Apply: Please see below for a detailed job description and submit a [Job Application Form](#) through this online portal.

The deadline for submission of the application is October 31, 2024.

Swisscontact will not entertain any phone enquiries or other such solicitations for these positions. Only shortlisted candidates will be contacted for the selection process. Swisscontact reserves the right to reject any and all applications.

Swisscontact is an equal opportunity employer. Women and applicants from disadvantaged groups are encouraged to apply.

JOB DESCRIPTION → ADVISOR- TECHNICAL AND VOCATIONAL EDUCATION AND TRAINING (TVET)/SKILL DEVELOPMENT NEPAL AND THE SOUTH AND SOUTHEAST ASIA REGION

Role: Responsible for quality assurance of projects/programs in TVET through designing of approaches/methodologies/strategies for quality assurance, coaching/guiding of project teams; developing project proposals for competitive international bidding; support to positioning of SC in the field of TVET and skills development in Nepal, in the region and globally.

Location: *Kathmandu, Nepal, with regular visits to project locations in Nepal and in the region. The position entails frequent travel – more than 50%.*

Duration of Assignment: *01.04.2025 – 31.12.2026 (Likely extension depending on funding opportunities created)*

Type of Assignment: 100%

Function:	TVET Advisor – SC Nepal – 50%
Project:	SC Country Office Nepal
Reports to:	Country Director, Nepal
Collaboration:	<i>Team Leads, Skills and TVET, acquisition, and ATR teams, and assigned consultants and interns/volunteers</i>
Coordination:	<i>SSA Regional Office, SC GO for global programs, SC GO P&S especially on Skills and TVET, as well as Inclusive Economic Development (IED) and ATR (Advisory, Training and Research; SC GO P&C on Private Sector Engagement (PSE)</i>

Role Rationale

One of the primary thematic focuses of Swisscontact in the SSA region is Skills Development. The majority of the Swisscontact operating countries in the SSA has ongoing skills projects, which is one of the important thematic areas that has potential for scale and generate meaningful impact to ensure quality implementation and solicit business opportunities. The role would ensure that all countries are aligned with the regional strategy to bring about systemic change and growth in the sector.

The primary role of the proposed TVET Advisor is to support Swisscontact to maintain the quality and performance of the existing TVET projects, enable it to remain leaders in the TVET sector and obtain upcoming opportunities in Nepal and elsewhere. The position will also facilitate cross sharing and build synergies across projects.

Area of support and major tasks:

1. Quality assurance of TVET projects: Quality TVET for Youth (Quality) and Nepal Vocational Qualifications System (NVQS)

Tasks: The primary purpose of the TVET Advisor is to support Team Leaders of TVET projects (Quality and NVQS) and Senior Project Management Team (PMT) for the quality implementation of these projects.

A. Specific areas of support for Quality project

1. Advising (coaching, guiding, mentoring) to the Team Leader and relevant component managers to improve their performance regarding development and implementation of measures for Accreditation

of TVET schools, Instructor licensing, TVET profile/TVET office at province, intergovernmental coordination etc.

2. Quality assurance and capacity building of the team in the planning and reporting system of the project including the reporting in line with the SDC's outcome monitoring system (OMS)
3. Support and advise the internal review of QualiTY project: identify strengths and weakness of the project in terms of selected criteria (efficiency, effectiveness, quality and coherence), develop action plan to improve, advice SDC for the future phase/design of QualiTY project.
4. Provide inputs to SDC on behalf of Swisscontact during the design of the TVET Sector Development Program (TSDP) to be implemented beyond 2026.

B. Specific areas of support for NVQS project

1. Permeability of TVET courses and programs: This includes the harmonization of TVET to basic and higher education.
2. Technical backstopping for development and dissemination of projects success stories including advocacy tools such as policy briefs, opening avenues for cross learning in Nepal and beyond.
3. Support to advocate and publicize NVQS system in Nepal.
4. The planning and reporting system of the project including the reporting in line with the SDC's outcome monitoring system (OMS)
5. Provide inputs to SDC on behalf of Swisscontact during the design of the TVET Sector Development Program to be implemented beyond 2026.

2. Develop a long-term vision and strategy for Swisscontact in the TVET sector of Nepal.

Tasks: develop a long-term vision of Swisscontact in the TVET sector to enable it for the quality TA support and/or independent implementation of TVET projects in Nepal, envisioning the incorporation of vision/strategies in the Swisscontact Nepal's country strategy.

Function:	Advisor – TVET, Skills Development/Labour market insertion and GESI – South and Southeast Asia – 50%
Project/Office:	SC Country Office Nepal (The primary workplace is Swisscontact Office, Kathmandu, Nepal with travels to project assignments in other locations in the region).
Reports to:	Director Market Development, SSA Regional Office
Collaboration:	<i>Team Leads, Skills and TVET, acquisition, and ATR teams, and assigned consultants and interns/volunteers in the region</i>
Coordination:	<i>SC GO for global programs, SC GO P&S especially on Skills and TVET, as well as Inclusive Economic Development (IED) and ATR (Advisory, Training and Research; SC GO P&C on Private Sector Engagement (PSE)</i>

Role Rationale

The Skills Development/Technical and Vocational Education and Training (TVET) sector is a priority agenda in the South and Southeast Asia (SSA) region of Swisscontact. The majority of the Swisscontact operating countries in the SSA have ongoing skills projects, which is one of the catalyst thematic areas that has enhanced Swisscontact value proposition in the region. Most of the projects in SSA are in a critical juncture wherein meaningful impact, project capitalization and knowledge harvesting as well as quality assurance is of utmost importance. Apparently, a stronger TVET sector gives a country a better chance at developing economically, gives young people more access to opportunities, and creates a stronger skills base for continued economic development. Followings are the common elements and strengths in the Swisscontact's TVET projects in the region.

Area of support and major tasks:

1. Advisory support in TVET and skill development:

The primary task of the regional Advisor – TVET/Skills Development is to provide strategic inputs and direction to projects in the region. The advisory support will range from providing strategic guidance to respective Team Leaders and project teams; facilitating internal review of projects to identify strengths and weakness of the project in terms of DAC criteria (relevancy, efficiency, effectiveness, quality, coherence and sustainability), develop action plan to improve, advice donor for the future direction.

In addition, advise to refine/develop Gender Equality and Social Inclusion (GESI) Theory of Change/framework/action plan for promoting GESI in the project. Support to business development initiatives in the country as well as engaging in strategic planning is included.

The existing portfolio consists of the main projects as follows:

- Bangladesh: The Building Youth Employability through Skills (BYETS); Sustainable and Meaningful Intervention for Livelihood Enrichment (SMILE)
- Cambodia: Skills Development Program (SDP)
- Laos: Vocational Training and Employment Support Services (VTESS)
- Myanmar: Vocational Skills Development Project (VSDP)

2. Long-term strategy and visioning in TVET/skill development in the region:

Strategy Key tasks of the position include: a) become familiar with the Skills portfolio in the region; b) identify experiences for harvesting and sharing in the region and globally in SC via P&S; c) advise project teams on selected intervention areas on content and partnerships as outlined in specific projects above. In addition, the support in the region will also entail:

- a. Build synergies between ongoing TVET projects in the region
- b. Facilitate cross sharing, learning between the projects in the region
- c. Ensure sustainability and aggregation of impact of TVET projects in the region
- d. Support in development of regional value proposition and strategy of TVET approaches in each country
- e. Lead strategic communication and donor coordination in the region for enhancing TVET portfolio in the region