

**Invitation to act as National Teacher Trainer on the British Council
"21st Century Schools" programme**

Date:	9 November 2018
Overview of the British Council	<p>The British Council is the United Kingdom's international organisation for cultural relations and educational opportunities. Its purpose is to build engagement and trust for the UK through the exchange of knowledge and ideas between people worldwide. It seeks to achieve its aims by working in education, science, governance, English and the arts. In 2012-13, its programmes reached a total audience of 550 million people worldwide and we engaged directly with 10.8 million. The British Council was established in 1934 and incorporated by Royal Charter in 1940. It is registered as a charity in England and Wales (charity no. 209131) and Scotland (charity no. SCO37733). It is also an executive non-departmental public body, with the Foreign and Commonwealth Office as its sponsoring department.</p> <p>Its primary charitable objects are set out in the Charter and are stated to be:</p> <ul style="list-style-type: none"> • promote cultural relationships and the understanding of different cultures between people and peoples of the United Kingdom and other countries • promote a wider knowledge of the United Kingdom • develop a wider knowledge of the English language • encourage cultural, scientific, technological and other educational co-operation between the United Kingdom and other countries • otherwise promote the advancement of education. <p>The British Council works in more than 110 countries around the world and employs over 7000 staff worldwide. It has its headquarters in the UK, with offices in London, Manchester, Belfast, Cardiff and Edinburgh.</p> <p>Further information can be found at www.britishcouncil.org</p>
Project Title and overall objective	<p>21st Century Schools Programme</p> <p>Improving the quality of primary education across the Western Balkans</p>
Project purpose	Enhancing critical thinking, problem solving and coding skills of students aged 10 to 15 across the Western Balkans
Relevant project result to be supported through this assignment	Primary School teachers develop the competences to integrate critical thinking, problem solving and coding skills in the school curricula
Project Timeframe	<p>Project start date: October 2018</p> <p>Project end date: September 2021</p>
Timing, duration & location of the assignment	<p>February 2019 – May 2021</p> <p>15 – 20 working days per training cycle. In total five training cycles will be organized during the project lifetime February 2019 – September 2021. One training cycle corresponds to one school term. Please note that some training will be delivered during the weekend.</p>

<p>Context and environment / /Focus /Scope of work /Specification</p>	<p>Context</p> <p>“21st Century Schools” programme is inspired by the understanding that the education should be at the forefront of economic growth in the Western Balkans. Future labour market will assume new jobs, which will require new set of skills in employees, such as analytical thinking and innovation, critical thinking, complex problem-solving, etc. Many young people in Western Balkans leave formal education without the skills required by employers. In some sectors, including digital, vacancies are left unfilled. At the same time, changes in technology are moving faster, and teachers are struggling to use technology effectively to support pupils’ learning needs. Schools also lack the digital infrastructure to support the increased use of new technologies in education and need affordable solutions. Teaching coding through physical computing, using micro:bit devices, is an affordable way to support development of those skills in pupils.</p> <p>Designed and piloted by the British Council and funded by the UK government, this ambitious education programme will be implemented over the three year period in all Western Balkan countries. It builds upon experiences gained under previous pilot project “21st Century Schools” initiated in 2017. Programme focuses on introducing core skills critical thinking, problem solving and coding in teaching and learning process in primary schools in Western Balkan countries, i.e. Albania, Bosnia and Herzegovina, Macedonia, Serbia, Montenegro and Kosovo.</p> <p>The new “21st Century Schools” programme brings activities piloted under the previous project to a much larger scale. It is expected that 27,330 trained teachers and up to 4,500 school principals will equip up to one million young people with practical coding, critical thinking and problem solving skills, and support development of an enabling environment for closing the digital skills gaps in Western Balkan countries. By engaging all 10 to 15 year olds in the primary school system across the Western Balkans, programme supports development of competitive skills for future job market entry.</p> <p>The focus of the assignment is:</p> <p>Trough pilot period, one number of teachers and principals from primary schools in the Western Balkan countries are already trained in integrating problem solving, critical thinking and coding skills in teaching and learning process.</p> <p>Due to expansion of the project, The British Council is seeking trainers from each Western Balkans country to deliver trainings to primary school teachers on how to integrate critical thinking and problem solving in teaching and learning process, as per British Councils original critical thinking and problem solving programme.</p> <p>Scope of work:</p> <p>Validation process (provided by the British Council)</p> <p>The selected candidates will be entitled to conduct training on critical thinking and problem solving after they:</p> <ul style="list-style-type: none"> • complete the tasks prior to training of trainers (<i>January 2019</i>) • participate at the two-day training of trainers workshop (<i>February 2019</i>) • prepare and deliver a teaching session as a part of training of trainers workshop. <p>Delivery of trainings to local teachers</p> <ul style="list-style-type: none"> • preparation and delivery of trainings in amount of 15 to 20 days per school semester on critical thinking and problem solving skills to the group of approximately 25 teachers, in coordination with the British Council (<i>first group of training will be delivered from March to May 2019</i>) • monitor, support and mentor teachers to integrate critical thinking and problem solving in subject curricular, extracurricular and cross curricular activities, including facilitation of feedback day session (<i>April and May 2019</i>).
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	<p>Outputs</p> <ul style="list-style-type: none"> • training to teachers delivered in coordination with the British Council • two monitoring visits to provide mentorship and direct support to the teachers • reports submitted to the British Council. <table border="1" data-bbox="355 327 1449 472"> <tr> <td>Reports to:</td><td>British Council team in the Western Balkans</td></tr> <tr> <td>Place of delivery:</td><td>One or more Western Balkan Countries (Albania, Bosnia and Herzegovina, Macedonia, Montenegro, Kosovo and Serbia)</td></tr> </table> <p>Expertise National Trainer must possess the relevant expertise, knowledge and experience to deliver the required services, including:</p> <p>Essential:</p> <ul style="list-style-type: none"> • at least 5 years of experience in delivering training to teachers • experience in mentorship and providing support to primary school teachers in integrating new skills in teaching practice • good knowledge and understanding of education system in country • good knowledge of the English language • fluency in local language. <p>Desirable:</p> <ul style="list-style-type: none"> • experience in adaptation of training materials 	Reports to:	British Council team in the Western Balkans	Place of delivery:	One or more Western Balkan Countries (Albania, Bosnia and Herzegovina, Macedonia, Montenegro, Kosovo and Serbia)												
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Supplier Response	Please provide your CV and complete Response to Request and submit it as instructed in the web announcement.																
Evaluation Criteria	<p>The award criterion for this Invitation to Quote is relevant experience.</p> <p>Applicants will be assessed using the following criteria and weightings:</p> <table border="1" data-bbox="355 1160 1305 1335"> <tr> <th>Criteria</th><th>Weighting</th></tr> <tr> <td>Mandatory and Discretionary Rejection</td><td>Pass/Fail</td></tr> <tr> <td>Section 1 - Background, knowledge and experience</td><td>60%</td></tr> <tr> <td>Section 2 - Understanding of BC aims/objectives</td><td>10%</td></tr> <tr> <td>Section 3 – Costing/Price</td><td>30%</td></tr> </table> <p>Evaluation of all submitted responses will be undertaken by the evaluation panel which will consist of British Council representatives with relevant and significant experience and knowledge of the requirements.</p> <p>Evaluation of all submissions will only consider information presented within the response. Previous/current relationships with suppliers cannot be taken into account when evaluating submissions unless the previous/current experience is clearly evidenced within the response. Evaluation will be fair and transparent.</p> <p>The responses under each section will be scored based on the following matrix:</p> <table border="1" data-bbox="368 1675 1374 2009"> <tr> <th>Points</th><th>Interpretation</th></tr> <tr> <td>15</td><td>Comprehensive and strong answer indicating the supplier is fully capable and experienced to deliver the required outcomes. Detailed response that directly responds to all requirements with no ambiguity and relevant examples provided.</td></tr> <tr> <td>12</td><td>There are slight concerns that the supplier will not be able to achieve all the outcomes required and response lacked details of relevant experience. A less detailed response that broadly responds to the requirement with some ambiguity and few relevant examples provided.</td></tr> </table>	Criteria	Weighting	Mandatory and Discretionary Rejection	Pass/Fail	Section 1 - Background, knowledge and experience	60%	Section 2 - Understanding of BC aims/objectives	10%	Section 3 – Costing/Price	30%	Points	Interpretation	15	Comprehensive and strong answer indicating the supplier is fully capable and experienced to deliver the required outcomes. Detailed response that directly responds to all requirements with no ambiguity and relevant examples provided.	12	There are slight concerns that the supplier will not be able to achieve all the outcomes required and response lacked details of relevant experience. A less detailed response that broadly responds to the requirement with some ambiguity and few relevant examples provided.
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	10	There are concerns that the supplier will not be able to achieve the outcomes required and response significantly lacks details of relevant experience. A less detailed response that broadly responds to the requirement with some ambiguity and no/irrelevant examples provided.
	5	There are serious indications that the supplier will not be able to achieve the outcomes required and has not provided appropriate evidence of experience to successfully deliver the outcomes required. A response that is not entirely relevant to the requirement, with ambiguity and lacking specific detail.
	0	The answer is non-compliant and/or no relevant information has been received to demonstrate the supplier can achieve the required outcomes. No response or a response that is entirely irrelevant.
	<p>The final evaluation score will then be calculated for each response by adding together the scores for each Section.</p> <p>“The British Council believes that all children have potential and that every child matters - everywhere in the world. The British Council affirms the position that all children have the right to be protected from all forms of abuse as set out in article 19, UNCRC, 1989”</p>	
Terms and conditions of engagement	<p>Each selected Trainer will sign Service Contract immediately upon selection procedure is finished.</p> <p>In a case of dropout 20 days prior to the already scheduled training event the trainer would need to reimburse individual cost related to Validation training to the British Council.</p>	