

## **Terms of Reference (Re-Announcement)**

### **Local Consultant to Conduct Needs Assessment of Medical Devices Engineering Program**

#### **Education to Work Transition Project - Additional Financing Quality Improvement Fund (QIF)**

#### **INTRODUCTION**

A local Consultant will be hired to conduct assessment of medical devices engineering capacity building, and educational laboratories for the project entitled “**Development of Medical Devices Engineering Curriculum and Laboratories at the Faculty of EIT – (Med-Cal)**”, which has been funded by the World Bank through Palestinian Ministry of Education and Higher Education (MOEHE) under the project named “Education to Work Transition Project-additional financing Quality Improvement Fund (QIF)” which is administrated by Projects Coordination Unit “PCU”, branched out of the MOEHE.

#### **BACKGROUND**

“Education to Work Transition Project- Additional Financing- Quality Improvement Fund (QIF)” mainly aims at enhancing Palestinian youth’s transition from education to work through reducing the gap and strengthening the linkage between Tertiary Education Institutions “TEIs” and private sector employers.

Recently, The Faculty of Engineering and Information Technology at Al-Azhar University-Gaza won a QIF fund for a project entitled “**Development of Medical Devices Engineering Curriculum and Laboratories at the Faculty of EIT – (Med-Cal)**”, and will be implemented within 36 months starting from 1st of October, 2018. The Faculty of EIT and its partners (Al-Quds Hospital- Palestine Red Crescent Society (PRCS), Al-Amal Hospital – KhanYounis-PRCS, El-Wafa Medical Rehabilitation and Specialized Surgery Hospital, InterMed-Pal Company, and Medical Supplies and Services (MSS) Company) will collaborate to achieve the objectives of the project.

The funded project is a technical oriented program that aims to develop the Medical Devices Engineering (MDE) academic curriculum at EIT and provide a suitable educational environment consisting of advanced laboratory resources and high-skilled academic staff. The project concerns to build training models, develop some courses, hire experts and consultants; and offer hand-on learning experience for the students enrolled in the MDE. Besides, it aims to

improve the skills and the technical knowledge of the professionals at the private sector to be able to provide better service.

## **OBJECTIVE AND SCOPE OF THE WORK**

### **RESPONSIBILITIES**

The main responsibilities of the Local Consultant are to conduct needs assessment of the local market of medical devices and to assess the needs of Al-Azhar university-Gaza (AUG) in terms of laboratories and identify the weaknesses and skill areas needed to be developed for academic staff and students/graduates of Medical Devices Engineering program (MDE) for building their capacities. Also, the consultant will be responsible to identify the needed equipment and specify the technical specification including preparing the bills of quantity. In addition, The Local Consultant will be responsible to conduct workshops and field visit with beneficiaries from students, academic and professionals from the partners to deliver a high quality report about educational labs and list of suggestions for capacity building programs that are needed in order to improve the experience of AUG academic staff, students, and professionals in field of medical devices. The Local Consultant will be also responsible for briefing the project director in a timely manner on progress and obstacles with regards to the needs assessment, workshops, field visits and the quality of the work conducted.

The responsibilities of the selected Local Consultant are listed below:

1. To identify the gaps of local labor capacities on MDE.
2. To specify the gaps of the academic staff capabilities at engineering department in field of MDE.
3. To conduct needs assessment of educational laboratories those serve the practical part in medical devices engineering program at Faculty of EIT.
4. To develop and design MDE labs based on the conducted needs assessment including (Lab description, Lab design, Technical Specification of Equipment, Bill of quantity and Estimated Cost).
5. To identify related areas capacity-building programs for the academic staff and students of MDE program in the faculty of EIT at Al Azhar University – Gaza as well as the professional from partners that work in medical devices field, based on needs assessment tools including but not limited to questionnaires, focus group, workshops, interviews, etc.
6. To ensure accurate and timely submission of reports and final report to meet the output of the items.
7. To liaise with the project director and coordinator throughout the task cycle.
8. To assist in coordination with partners and stakeholders in order to meet the needs of the assessments.
9. Conduct workshop to present main findings and recommendations.

**EXPECTED OUTPUTS AND DELIVERABLES:**

#	Task description
<b>Deliverable 1</b>	Submit concept note for the needs assessment including but not limited to <ul style="list-style-type: none"> <li>- Work Plan</li> <li>- Methodology of implementation</li> <li>- Timeline</li> </ul>
<b>Deliverable 2</b>	Submit a report that identify the gaps of local capacities of MDE, and related areas needed for capacity building for academic staff, students, and professionals reports
<b>Deliverable 3</b>	Submit MDE Lab document that contains (Lab needs assessment, Lab description, Lab design, Technical Specification of Equipment, Bill of quantity and Estimated Cost).
<b>Deliverable 4</b>	Submit a high quality report of the 2-3 workshops that conducted during the needs assessment.
<b>Deliverable 5</b>	Submit English final reports (.docx version) (Hard copy & Soft copy).
<b>Deliverable 6</b>	Submit an English final professional presentation (.PPT version)
<p><b>Important Note: All reports and documents must be well-written in English language with proofreading.</b></p>	

**REQUIRED QUALIFICATIONS, EXPERIENCE, AND EDUCATIONAL BACKGROUND:**

This call for consultancy is **only** opened for individuals who have the following qualification and experiences:

1. A postgraduate university degree in Engineering or Management or any related fields. (Bachelor university degree in engineering is required).
2. Experience in conducting needs assessment and consultancy services.
3. Good experience in technical report writing, monitoring and evaluation of assignments.
4. High level of English and Arabic proficiency: reading, writing and speaking.
5. Demonstrated proficiency with MS Office and excellent knowledge and command of computer programs.
6. Excellent time management skills and ability to attend to details, to successfully manage and administer a complex workload within the deadlines specified.
7. Excellent interpersonal, facilitation and presentation skills.

**Duty Station:** Al-Azhar University-Gaza.

**Time Frame:** The expected level of effort for the Local Consultant is 20 days of work within the period from 05<sup>th</sup> May 2019 till 18<sup>th</sup> July 2019.

**Contract type:** Lump Sum Contract.

**To apply:** Interested and qualified candidates **MUST :**

- Apply for the position online at Al-Azhar University-Gaza career portal at :  
[http://www.alazhar.edu.ps/arabic/EmpAffairs/emp\\_app/](http://www.alazhar.edu.ps/arabic/EmpAffairs/emp_app/)
- Submit the following documents to Employee Affairs Unit by hand at Al-Azhar University-Gaza no later than **15 April 2019**
  1. Latest CV.
  2. A cover letter.
  3. Certificates and any relevant documents
  4. Technical Proposal with clear implementation plan.

**If you have any questions, please don't hesitate to contact us by email and/or by phone;**

**Eng. Mohammed AbuHassira (Med-Cal Project Coordinator)**

H.P.: 0597407401

Email: [mohammed.abuhassira@alazhar.edu.ps](mailto:mohammed.abuhassira@alazhar.edu.ps)

Incomplete or missing information or documentation and evidence of experience as requested above, may exclude you from further consideration.

The selection process follows World Bank recruiting policies and procedures. Only shortlisted candidates will be contacted for an online interview.