**African Governance Architecture Support Project**

**(AGA-SP)**

**Contract: PANAF/2020/419-773**

**Technical Assistance - Short-Term Expertise Mission**

**Terms of Reference**

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| **Subject** | | **Development of E-learning content for the APRM Knowledge hub - Consultant for the design of e-learning content** | | |
| **Country** | | **South Africa** | | |
| **Number of working days** | | 1. **Preparation phase: 5 days** 2. **Realisation phase: 20 Days** 3. **Reporting phase: 5 Days** | | |
| **Responsible expert** | | **Loot Janse van Rensburg** | | |
| **Author** | **Loot Janse van Rensburg** | | **Date** | **10 August 2021** |

##### **Background of the technical assistance mission**

On 28th March 2018, the Board of Directors of the African Development Bank approved the APRM Knowledge hub Support Project. The Knowledge hub will help strengthen the APRM and contribute to the delivery of its mandate. It will support the implementation of the 2016-2020 Strategic Plan and reposition the APRM as an instrument for monitoring AU Agenda 2063 and the SDGs. Apart from addressing the immediate challenges faced by the Mechanism, the grant will help in the review and refinement of the APRM tools and processes, to ensure that the Mechanism remains relevant in a rapidly changing world and is also able to take on board the expanded mandate and expectations of member countries.

The Knowledge hub will support the APRM to undertake research and diagnostic work and to develop a repository of knowledge in the form of a knowledge hub, consisting of three components namely, a Monitoring and Evaluation component, E-library and an E-learning platform targeting policy makers, academia, the private sector and civil society, among others.

The content of the E-learning module will be firstly a platform to support the AU Governance Campus (Online University) as well as other courses relating to the core mandate of APRM. It is to this effect that the APRM would endeavour to appoint a consultant to develop, structure and design the online course content relating to the non-campus courses. These courses must be presented in a professional way that enhances the didactic principles of learning and reflect the professional image of the APRM.

##### **Objectives of the technical assistance mission**

The objective of the project is to appoint a consultant to develop, structure and design the online course content relating to the APRM courses in the Knowledge hub’s E-learning module.

In the context of the implementation of the APRM Knowledge hub, the APRM envisage appointing a consultant to provide expertise to contribute in setting-up the APRM Secretariat’s knowledge Hub e-learning module and courses which includes the development of course material, structuring the course content into logical course modules, record and design lectures and support the APRM Knowledge hub coordinator to upload the courses to the Knowledge hub. In addition, the consultant must advice and support linking the course content and relevant research material to the other Knowledge hub modules for knowledge sharing and E-learning, knowledge management, to empower people with right information and create a knowledgeable Pan African Continent.

##### **Participants and institutions involved**

The Consultant will form part of the M&E team supporting the M&E Coordinator. He/she will be answerable directly to the Knowledge hub coordinator at the APRM Continental Secretariat and under the overall coordination of the M&E Coordinator.

##### **Expected results and deliverables of the technical assistance mission**

Under the guidance of the Monitoring and Evaluation Coordinator and supervision of the Knowledge hub coordinator the consultant will be responsible for the following:

* Familiarize himself/herself with the APRM Base Documents of the APRM and the APRM Questionnaire.
* Knowledge management advice and support on future planning in effective knowledge management.
* Identify areas for training/learning to be prioritized for course content development.
* Develop suitable course content from available APRM documentation and processes.
* Structure course content into logical course modules to support e-learning.
* Record and design lectures/study modules to be uploaded onto the E-learning module of the Knowledge hub.
* Advice and support linking the course content and relevant research material to the other Knowledge hub modules for knowledge sharing and E-learning.
* Skills transfer to APRM staff on course and curriculum development.

The deliverables for the short-term consultant are as follows:

* Draft plan for the development of courses based on the APRM Base Documents of the APRM and the APRM Questionnaire.
* List of identified courses and areas of learning including a curriculum for each identified course.
* Identified courses developed and structured, to the requirements of APRM, in learning modules/study units for upload to the APRM Knowledge hub.
* All developed courses uploaded to the Knowledge hub and accessible for e-learning.
* Skills transfer plan and skills transferred to selected APRM staff.

##### **Profile of the non key expert**

**Education**

The Consultant should have one of the following education profiles:

1. A PhD in Education or related fields with a minimum of five (05) years’ experience in developing, implementing and evaluating curriculum and e-learning course development.

**or**

1. A Masters’ degree in Education or related fields with a minimum of seven (07) years’ experience in developing, implementing and evaluating curriculum and e-learning course development.

**or**

1. A Honors degree Education or related fields with a minimum of ten (10) years’ experience in developing, implementing and evaluating curriculum and e-learning course development

**Experience, Skills and Competencies**

1. Have at least five (05) years with a PhD or seven (07) years’ experience with Master’s or ten (10) years with a honors degree in Education or related fields with a minimum of ten (10) years’ experience in developing, implementing and evaluating curriculum and e-learning course development.
2. Have in-depth knowledge of the Education sector, educational materials and policies and principles relating to online learning.
3. Has previously developed learning material relevant to online learning and E-learning curriculum development.
4. Have knowledge of the African Union, its institutions and the APRM.
5. Demonstrate ability for teamwork, as well as the ability to work independently.
6. Have project management experience at public policy level and able to respect deadlines.
7. Be fluent in English, have the ability to write clear, precise, informative and formally structured reports in English. Knowledge of the other AU languages will be an added advantage.

##### **Dates and location of the technical assistance mission**

The consultancy will be conducted in 30 working, starting from 1 November 2021 - 31 January 2022. However, the consultant shall remain available for any contribution until an acceptable Close out Report is submitted.

The project shall be conducted at the APRM Secretariat’s offices in Midrand or virtual if the consultant is based outside of South Africa.