

**POST DESCRIPTION**

Title	Mentor Cohort # 3 Coding for Kids project
Type of contract	Service Provision
Economic Compensation	\$37,080,000 for the entire contract (VAT not included)
Lengths of contract	8 months (conditioned to contract signature with the stakeholder)
Number of consultants required	15
<p><b>Context and Environment</b></p> <p>The British Council is the UK’s international organisation for cultural relations and educational opportunities. We create friendly knowledge and understanding between the people of the UK and other countries. We do this by making a positive contribution to the UK and the countries we work with – changing lives by creating opportunities, building connections and engendering trust.</p> <p>The British Council in Colombia is a largely UK government grant funded non-for-profit organisation. Colombia is an important commercial, cultural and educational partner for the UK and we need to increase the impact of our operation locally. In Colombia, the British Council works mainly in English, Education and Arts.</p> <p>The British Council delivers a series of consultancy and large-scale projects in the public sector:</p> <p>Contracts and projects: In the Education Area, the British Council engages in medium and large-scale projects that require the need to hire consultant and expert services to deliver specific results and products. We celebrate contracts with the public sector (mainly Ministry of Education, Local Education Authorities, and Ministry of Technologies), as is the case of the Coding for Kids project.</p> <p>The Coding for Kids’ project aims to combine efforts, actions, capacities and knowledge to develop a project with programming methodology for girls, boys and adolescents, which seeks to continue strengthening access to best practices in the integration of innovative and cutting-edge coding education, so that teachers’ ICT competencies are promoted and strengthened as multipliers in public education.</p>	
<p><b>Purpose</b></p> <p>To continuously accompany the participant teachers in the final phase of the project <i>Coding for Kids</i> within the Schools Unit of the British Council Colombia, which include activities such as: participation in the initial training workshop, carry out observation visits and guide the assigned teachers in the in the implementation project, amongst other activities related to the object of this terms of reference.</p>	

**Main duties and responsibilities**

1. To participate in an initial training workshop in order to plan and replicate this training with the participating and assigned teachers.
2. To carry out and lead training workshops of two days each on the use of the Micro: bit devices to the participating teachers when necessary.
3. To support the creation and validation of instruments and tools for data collection, systematization and standardization of the project.
4. To visit the assigned teachers according to the planning and budget assignation during the length of this contract and carry out the mentoring and follow up scheme.
5. To support the assigned teachers in the development of classroom projects where programming processes and computational thinking development are put into practice.
6. To guide the assigned teachers during the construction of an institutional action plan to continue with the implementation of the project in the short and medium term.
7. To offer remote accompaniment for the assigned teachers during the length of the project.
8. To carry out remote accompaniment to the assigned teachers.
9. To Lead closing sessions with teachers in order to conclude the implementation process, according to the chronogram of the project.
10. Participate in the selection of successful projects that will be presented during the CodeFest.
11. To deliver monthly technical reports about the progress in each of the activities, milestones and results of the project.
12. To participate in meetings when necessary with the British Council and stakeholder.
13. To provide timely information, prepare analytical reports, presentations and technical documents relevant for the project.
14. To keep a written record for each session delivered.
15. Other activities related to the implementation of the project.

**TERMS OF REFERENCE**

Type of Contract	Service Provision (Prestación de Servicios)
Payment terms	<ul style="list-style-type: none"> <li>- 8 payments after handing in a monthly report of actions and deliverables according to the implementation plan of the project and approved by the project manager.</li> <li>- Prior to each payment, the contractor needs to submit a bill for service and a copy of RUT and approval for payment from manager upon completion of deliverables/products.</li> <li>- Every month the contractor will submit proof of contribution to social security as established by local law.</li> </ul>
Legal deductions	In accordance to local legal legislation in Colombia.
Timeframe for development	To be developed upon the terms of the project and conditioned to contract signature with the stakeholder.

Deliverables	<p>The contractor needs to deliver the following outcomes:</p> <ul style="list-style-type: none"> <li>• Monthly report of actions and deliverables.</li> <li>• Final report in Spanish</li> <li>• Implementation plans</li> <li>• Periodic reports according to the project's chronogram and</li> <li>• Institutional action plans for each participating school</li> <li>• Evaluation reports and comprehensive impact data analysis reports</li> </ul>
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**CONTRACTOR SPECIFICATION**

Essential qualifications, experience and skills	<ul style="list-style-type: none"> <li>• University degree in engineering, computer science, economics, education, STEM (Science, Technology, Engineering and Math) or related areas.</li> <li>• Postgraduate degree in related areas.</li> <li>• 3 to 5 years of experience in educational projects or activities related to the object of the contract.</li> <li>• Teacher training experience of at least 6 months</li> <li>• Experience on in-situ accompaniment with teachers of primary and / or secondary of at least 6 months</li> <li>• Experience in coding or technology led educational projects.</li> <li>• Minimum A2 level of English</li> <li>• C1 level of Spanish</li> </ul>		
Desirable	<ul style="list-style-type: none"> <li>• Experience of teaching with microcontroller or single board computers like Arduino, Raspberry, Kano, micro:bit or similar.</li> <li>• Experience teaching in state schools in Colombia</li> </ul>		
Important features	A confidentiality agreement is a must to sign the contract.		
Application Process	<p>Based on the description and guidelines listed above, interested candidates must send their Curriculum Vitae in English or Spanish</p> <p>Please submit required documentation to: <a href="mailto:SchoolsColombia@britishcouncil.org.co">SchoolsColombia@britishcouncil.org.co</a></p> <p>Please specify the position you are applying for, in this case: Mentor Cohort 3 Coding for Kids</p>		
Deadline for application	February 23 <sup>rd</sup> 2020, midnight		
Submitted by	Camila Murcia, Project Manager	Date	January 22 <sup>nd</sup> 2020