



Co-funded by the
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Call for External Evaluator

Terms of Reference

The GEOTAK project consortium searches for subcontracting an External Quality Expert to provide an independent review, including recommendations, on the achievements of the project implementation and the overall performance against plans and objectives.

The Consortium will consider applications and proposals of individual experts or organizations specialized in monitoring and evaluating educational projects at the European level. The expert has to demonstrate the skills and experience required for conducting monitoring and evaluation reports following the Erasmus+ program. The fee mentioned in this Terms of Reference is intended as maximum contract value for the engagement as external evaluator, being the contract assigned to an individual expert or an organization.

1. Summary of GEOTAK project

The main goal of the project is to develop postgraduate Higher Education programmes in Geoinformation Technologies (GIT) and strengthening the links in research and innovation between Higher Education Institutions (HEI), industry and administration in Armenia and Kyrgyzstan.

More specific objectives are:

- To identify research and development needs of Kyrgyzstan and Armenia in the field of Geoinformation Technologies
- To create a Research Node in GIT per partner country to promote and harmonise collaborative innovation projects and joint research lines
- To improve and/or update research laboratories of GIT
- To train trainers from partner countries in relevant topics of GIT that have special interest for regional development of innovation and environmental protection
- To provide teachers and managers from HEI's in partner countries knowledge and skills in transversal topics of higher education, such as quality assurance practices, innovation and entrepreneurship, curricula development by competences and learning outcomes, and others following Bologna process standards
- To create interdisciplinary postgraduate programmes (courses and joint PhD programmes) that enhance the potential of GIT in different areas and degrees and focus research outputs on contemporary problems at regional and global scales
- To foster and strengthen the cooperation between university and industry in those topics identified as critical for the sustainable development of the partner countries

2. Expertise and skills required for the external evaluator

Qualifications

The external evaluator has to demonstrate the following relevant competences and skills:

Proven professional experience in the evaluation process and monitoring process of international collaborative projects (previous experience in EU-funded project is an asset);

Understanding of quality processes, expected activities, outputs, and quality review processes;

Knowledge of the Bologna process, Erasmus+ projects, HE system, Quality Assurance (ESG);

Regional and partner country expertise, partner country's educational system knowledge;

Language skills (advance knowledge of English) and preferable Russian too;

Ability to effectively communicate evaluation results and to provide a professional and independent review, the individual expert shall not have any concurrent contractual engagement with the consortium members.

3. Tasks and Deliverables

Tasks

- to review GEOTAK processes and products, according to the evaluation criteria of relevance and fulfillment of objectives, development effectiveness, impact, and sustainability, for project/program evaluation;
- to prepare a progressive report by July 2023 and a summative one by the end of the project (expected in January 2024)
- to participate physically in at least one of the project management meetings.

Deliverables

- Progressive report about project implementation provides an external perspective to achievements so far reached and the overall performance of the Project against plans and objectives; it also provides recommendations on the various aspects of Project implementation, including quality of the deliverables, consortium working relations, internal communication, processes, results,
- The final report ensures an external and professional perspective into project processes and results and captures the overall quality of the project in all its It also provides valuable lessons learned and good practices to inform partners' work in further exploiting project results beyond its lifetime.
- A series of feedback sessions provided for the GEOTAK consortium members will strengthen the implementation of the project

Conditions for the service

The external evaluator is provided full access to all project documentation to empower her/him to carry out a thorough assessment of the project. He/she undertakes to carry out the required service within the specified timeframe. He/she agrees to maintain the confidentiality of data generated or disclosed during the provision of the needed service.

4. Total Fee

The total fee for the engagement of the external evaluator is up to EUR 7,000.00, with all taxes included.

5. Deadline and requirements for the application

The deadline for presenting the application for the job is March 31, 2023. The application shall be sent by email at the address: cmachado@etrovub.be

Applicants shall present their CVs, clearly demonstrating the skills, competencies, and experiences required in these terms of reference. In addition, the applicant has to submit a short memo/abstract on how he/she intend to perform the assignment.