

Invitation for Short Term Consultancy to develop Bachelor of Science in Speech-Language Pathology and Audiology Course.

Faculty of Health Sciences of the Maldives National University (MNU), hereby announces an Invitation for Bids for a short-term consultancy Project. Additional details for this project are available in the attached terms of reference (TOR).

We welcome interested parties with the required expertise to participate in this bid and submit their proposals to [fhs@mnu.edu.mv](mailto: fhs@mnu.edu.mv) before 30th June 2021, 14:00hrs

For further information about this bid announcement, please email: [fhs@mnu.edu.mv](mailto: fhs@mnu.edu.mv)

7 June 2021

Faculty of Health Sciences of the Maldives National University (MNU) requests to hire a consultant to develop Bachelor of Science in Speech-Language Pathology and Audiology.

A. SCOPE OF WORK

Under the guidance of the MNU, the consultant will develop the Bachelors degree in Speech-Language Pathology and Audiology, to be Instituted and conducted in MNU, Maldives, in consultation with key stakeholders and taking into consideration the international best practice and Maldivian context.

The tasks undertaken by the consultant under the Terms of Reference include, but are not necessarily limited to, the following.

1. Identify the major course component requirements for the Speech-Language Pathology and Audiology course.
2. Develop a comprehensive outline of the core and optional subject strands and provide detailed introductions of the subjects included in the course.
3. Develop the course structure including, introduction, aims, intended learning outcomes, contents, methods of delivery, assessment procedures and accreditation documents needed for MNU Committee on Courses and for Maldives Qualification Authority. Consultant also should participate in accreditation and validation meetings by MNU Committee on Courses and bring necessary changes recommendations to the course documents.
4. Consult and collaborate with the key stakeholders to conduct a needs analysis to better understand the current challenges and feasibility of the proposed course and to ensure that the course meets the needs of the country and is relevant to professionals, public, and private service sector in the Maldives.
5. Develop an indicative list of books/ resources/ materials/ equipment for the key/core subject areas which include teaching materials and resources.
6. Identify the capacity of the subject experts/professionals to develop the detail subject outlines/curriculums for the course.
7. Organize and conduct a validation meeting to finalize objectives and content/topics for each subject and the course outline.
8. Develop detailed subject outlines for all the subjects outlined in the course structure. The outlines should be developed as per the guideline of MNU.
9. Identify opportunity for linkages with overseas educational institutions to facilitate continuous program / curriculum improvement, analysis and accreditation.
10. Ensure that the developed course (structure and subjects) are benchmarked against undergraduate courses in reputed universities.
11. In collaboration with MNU, identify implication of the faculty and staff once the course is introduced and recommend ways forward by proposing a roadmap for implementing the new course.
12. Submit end mission report.

B. EXPECTED OUTPUTS AND DELIVERABLES

All documents shall be submitted as stipulated below and all documents shall be submitted as drafts and upon review by MNU, the consultant shall revise the draft documents. Once the revised documents are accepted by MNU, they will be termed as final documents by the consultancy.

The consultant shall then be responsible for following deliverables;

1. **Inception Report:** The inception report shall include a summary of documents reviewed, findings from stakeholder consultations, proposed recommendations, possible constraints with regard to the proposed recommendations and propose actions to be implemented to overcome the constraints identified.
2. **Consultations:** Conduct consultation meetings with relevant stakeholders (main service providers in Maldives, Ministry of Health and relevant NGOs) to learn the needs and practices in the Maldivian context including the challenges in implementation and monitoring and discuss possible actions to overcome these challenges.
3. **Course Documents:** The Draft Course Documents should include the structure of the Speech-Language Pathology and Audiology Degree course including rationale, aims, intended learning outcomes, contents/subjects, methods of delivery, assessment procedures, and identify resources/materials including essential clinical experience needed for the course. The final course outline is to be submitted based on the review by MNU and consultation meetings with relevant stakeholders.
4. **Rollout Plan:** A plan recommending the rollout of the courses developed should be submitted to MNU. The rollout plan should outline preparatory activities necessary for MNU for implementation, relevant trainings to familiarize and enhance staff capacity, and general awareness raising activities for students on the new course. Relevant impact on staff and faculty and recommendations to manage these impacts should also be included in the plan.
5. **End Mission Report:** A detailed report identifying key challenges and limitations in developing the course with recommendations for way-forwards.
6. **Timeline for deliverables**

Deliverables/ Outputs	Estimated Duration to Complete
Inception Report	30 days
Draft Course Outlines	150 days (5 months)
Validation Meeting and Final Course Outline	14 days
Mission Report Rollout Plan and End Mission Report	14 days

C. INSTITUTIONAL ARRANGEMENT

The consultant is expected to work closely with MNU. The consultant will be accountable to the MNU for each deliverable as stipulated in the proposal. Weekly update meetings will be held with the Dean of the Faculty of Health Sciences of MNU and fortnightly meetings will be held with the Focal Point of IGMH, and the Dean of the Faculty of Health Sciences. A briefing and debriefing meeting will be organized with senior management of Department of Speech therapy of IGMH at the beginning and end of assignment.

D. Duration

This assignment will approximately take 7 months and is expected to start in mid-April, 2021. The consultant should come up with a clear timeline while submitting the proposal taking into consideration the estimated time durations for each deliverable as stipulated above.

E. DUTY STATION

Maldives

F. Qualifications of the Successful Individual Consultant:

The consultant is expected to fulfill the following criteria in terms of the expertise and qualifications;

- A minimum of a master's degree in Speech-Language Pathology and Audiology or from a closely related field
- A minimum of 5 years' experience working in the area of Speech-Language Pathology and Audiology.
- A minimum of 10 years of professional experience in reviewing, designing and facilitating degree programs, course development, curriculum development and course accreditation.
- Experience working as a lecturer/professor is an added advantage
- Experience in the region or similar context is an added advantage.
- Fluency in written and spoken English is required.

G. Recommended documents;

Interested candidates should submit;

- A cover letter
- Detailed CV
- A portfolio (not more than 8 pages) of previous similar works/consultation undertaken

- Financial proposal
- Timeline

H. Evaluation Criteria;

The criteria for the evaluation of technical proposals include the following items:

(a) Experience of the consultant:

Consultant's general experience and record in the field covered by the TOR;

(b) Adequacy of methodology and work plan Adequacy of the proposed approach, methodology and work plan;

(c) Qualifications and competence of staff

The criterion (c) shall be further divided into the following sub criteria:

(c)-(i) General qualifications (education, length of experience, types of position held, length of service with similar organizations, etc.);

(c)-(ii) Suitability for the project (experience of performing the duties which will be assigned to them in the project);

(c)-(iii) Familiarity with the assigned work and the context of work done. Familiarity with the conditions of the country in which the work is to be performed or experience in similar environments.

Criteria	Marks allocated
Experience of the consultant	20
Adequacy of methodology and work plan Adequacy of the proposed approach, methodology and work plan	10
Qualifications and educational competence of staff	20
Price	50