

SC-PR-37 Terms of Reference (ToR)-ALB 2025 0297

Call for ECCD Expert to provide training sessions to pre-primary teachers in Municipalities of
Tirane & Gjirokaster.

26-11-2025

Terms of Reference (ToR)

Background on Save the Children

Save the Children is the leading global independent organisation for children. Save the Children believes every child deserves a future. Around the world, we work every day to give children a healthy start in life, the opportunity to learn and protection from harm. When crisis strikes, and children are most vulnerable, we are always among the first to respond and the last to leave. We ensure children's unique needs are met and their voices are heard. We deliver lasting results for millions of children, including those hardest to reach.

We do whatever it takes for children – every day and in times of crisis – transforming their lives and the future we share.

Our vision: A world in which every child attains the right to survival, protection, development and participation.

Our mission: To inspire breakthroughs in the way the world treats children, and to achieve immediate and lasting change in their lives.

Our values: Accountability, ambition, collaboration, creativity and integrity.

We are committed to ensuring our resources are used as efficiently as possible, in order to focus them on achieving maximum impact for children.

Background information/context

The project “Roma Children Learn, Reducing Barriers for Education and Development” proposes to build a model based on children's right perspective and address the issues of access, enrolment and participation on quality Early Childhood Care Development (ECCD) and primary education for both Roma boys and girls to exercise their rights for quality inclusive education and support their parents/families equally share community life and promote Roma culture in the neighbourhoods of Tirana and Gjirokastra.

This project is part of the “EU Regional Action for Roma Education: Increased Education Support and Opportunities for Roma Students in Western Balkans and Turkey (RARE) phase II”, funded by European Union (EU) and Roma Education Fund (REF Romania)."

The project “EU Regional Action for Roma Education: Increased Education Support and Opportunities for Roma Students in the Western Balkans and Turkey (RARE), phase II” is funded by the European Commission through the Directorate-General for Enlargement and the Eastern Neighbourhood and is implemented by REF Romania and REF Serbia.



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The project responds to one of the main priorities in the current National Strategy for Education of the Ministry of Education and Sports that states “pre-university education system are ensuring quality education, full participation to ensure inclusiveness and equal access for all children of the age group in preschool and compulsory education, improving the infrastructure of schools and kindergartens according to standards, reducing the number of students per class, training teachers, equipping schools with science laboratories and computers”. Roma children and their families in the selected regions will benefit from access and participation to quality learning opportunities, and enhanced capacities of educational institutions to implement inclusive education principles and also supportive family and community childcare practices. Additionally, there will be increased public awareness of the value that Roma traditions and language bring to enriching national culture. To ensure that Roma children have an equal start in ECCD and successful transition to primary education, the project’s intervention will address the issues below:

- 1) Roma children access and enrolment to Early Childhood Education (ECD) and successful transition to Primary School Education (PRI).
- 2) Supporting Roma children learning outcomes and promoting Roma Language and Culture through increased capacities of pre-primary and primary teachers.
- 3) Empowering local communities and institutions to overcome barriers like cost, institutional challenges, and cultural obstacles to access quality education.

Objective

In the framework of the project “**Roma Children Learn, Reducing Barriers for Education and Development**”, “Save the Children in Albania is seeking for an Early Childhood Education Training Expert who will be responsible for delivering targeted training sessions to pre-primary teachers and community mediators as part of a regional on-the-job training initiative. The expert will facilitate the implementation of the “Ready to Learn” methodology, ensuring that participants gain practical knowledge and skills to apply the approach effectively in their educational settings. S/he will provide hands-on guidance and coaching during training sessions, support participants in adapting the methodology to their local context and classroom needs and collect feedback while reporting on training outcomes and participant engagement. This approach provides support for both teachers and parents with training and guidance on how to provide children in their first years with the foundational skills they need to learn through play. The expert will be engaged during the on-the-job training for pre-primary teachers, respectively 2 (two) days per each Municipality (Tirana & Gjirokastra),

Location and official travel involved

The ECCD training Expert will carry out the assignment in Tirane (Shkoza Area) & Gjirokaster (Zinxhiraj).

Services the Supplier will provide

- Providing training sessions for pre-primary teachers and community mediators as part of the implementation of the “Ready to Learn” methodology ensuring that participants

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gain practical knowledge and skills to apply the approach effectively in their educational settings. 2 (two) days per region.

- Providing practical guidance to ensure participants can effectively apply the “Ready to Learn” methodology to their local context and classroom needs and collect feedback while reporting on training outcomes and participant engagement.

Experience and skill set required

The *applicant* should have the following qualifications to address effectively and timely the specific requirements of this assignment:

- University degree in Education or other related field – 35 points
- Minimum 5 years of experience in teacher training on ECCD issues – 25 points
- Strong facilitation and coaching skills – 25 points
- Excellent communication and reporting abilities -15 points

Expected Deliverables

SCI expects the following deliverables to be provided:

Deliverable Number	Deliverable Title	Description	Format and Style
1	Submission of written report on activities in the end consultancy	Final report will be prepared by the expert in the end consultancy	Word Document to be provided to Save the Children project staff
2	Submission of timesheet in the end in the end consultancy	Timesheet will be prepared in the end of consultancy	Excel Document to be provided to Save the Children project staff

Timeline

Estimated Commencement Date:01-01-2026

Estimated End Date:31-03-2026

Deliverable Number	Deliverable Title	Submit To	Delivery Date
1	Submission of written report on activities in the end consultancy	Save the children team	20-03-2026
2	Submission of timesheet in the end in the end consultancy	Save the children team	20-03-2026

Acceptance

Deliverable 1 – written report on activities to be accepted by Project coordinator in the end of consultancy • Deliverable 2 – timesheet to be accepted by Project coordinator in the end of consultancy.

General assumptions and dependencies

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Save the Children appointed staff will ensure the following: Provide all necessary documents and SCIA resource materials. Provide supervision and guidance during the activities. Provide logistic and materials needed.

Payment information

The Consultant is expected to work from 15 January 2025– 31 March 2026. The payment will be done in the end of consultancy based on SC policies out of which 15 % of gov taxes, upon receipt of the report and timesheet for the relevant period by the expert. In total are 4 working days (2 per region) × €118 per day. The Fees are inclusive of all costs, overheads and expenses, including travel, subsistence and accommodation.

How to apply for the services

The service provider is expected to submit a proposal, including:

The consultant is expected to submit a proposal, including Interested candidates can send their CV, expression of interest, and relevant documents in one e-mail to info.albania@savethechildren.org or submit hard copy at Save the Children's offices within 05 Dec 2025 by 17:00pm.

Subject: ***Call for ECCD Expert to provide training sessions to pre-primary teachers in Municipalities of Tirane & Gjirokaster.***

The award criteria consist of the following:

Criteria	Description	Score
1	University degree in Education or another related field	35
2	Minimum 5 years of experience in teacher training on ECCD issues	25
3	Strong facilitation and coaching skills	25
4	Excellent communication and reporting abilities	15
TOTAL SCORE		100

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