



## TERMS OF REFERENCE FOR DATA COLLECTOR

### Final Evaluation of SOS Children's Villages Educare program 2019-2021

SOS Children's Villages Tanzania is hiring a Data Collector (DC) to support the final evaluation of the 'Educare program' implemented in 2019-2021. The DC will visit 3 selected schools to carry out interviews with beneficiaries including children, parents, teachers and Headteachers and conduct classrooms observations of teaching process. In addition, s/he will conduct a number of interviews with key stakeholders at national office level. The data collection and reporting will take place in the period beginning 6th May 2021 with the final report submission by 26th May 2021.

**Application deadline: 23th April 2021.**

#### The Educare program

The Educare program is implemented by SOS Children's Villages with support from SOS Denmark and the Hempel Foundation in Ethiopia, Tanzania and Somaliland. The purpose of Educare is to support vulnerable children, especially girls, their well-being and access to quality education. This is done through a holistic approach that includes improving the quality of EDU-cation by working with schools and education authorities, as well as targeted CARE for the most vulnerable children, while strengthening the capacity of families, caregivers and communities.

#### The final evaluation

The purpose of the evaluation is to assess the Educare program implementation over the years 2019-2021 and to provide lessons learned and recommendations in order to inform the design of future Educare programs, exit strategies, as well as to consider options for a future collaboration between SOS CV and the Hempel Foundation. The evaluation will be coordinated by a lead consultant based in Denmark, working in close cooperation with SOS Denmark the Regional Programme Development Advisor (Education) based at the SOS Regional Office in ESAF. The national DCs will be contracted by respective Member Associations to conduct field visits and collect data as prescribed.

#### Tasks and number of working days for Data Collector

The lead consultant will design questionnaires for Data Collector and a template for registering responses in a systematic way; as well as a guideline for reporting observations in classrooms. Where necessary, national data collectors, shall translate questionnaires into relevant local languages. The Data Collector will conduct field visits to 3 randomly selected schools (to be selected by the lead consultant). Each school visit should include separate interviews with groups of a) pupils, b) teachers, c) Headteachers, and d) caregivers (including members of school governance bodies). In addition, the consultant should observe teaching of 2-3 classes. National level interviews should be carried out with: a) 2-3 SOS staff, b) 2-3 key partners/institutions, c) 1-2 representatives of relevant authorities. All interviews with beneficiaries should be carried out with a view to gender balance. The Data Collector should write a summary report of their findings. This should include all data collection sheets with statistical data and key points from qualitative questions, as well as brief reflections from the national data collectors as according to template to be delivered by the lead consultant. NB: The national data collectors should not write a full national evaluation report, but only provide data collection to the lead consultant, who will write one evaluation report including all 3 country programs.

Task	Days
• Undertake preparatory reading of selected relevant program documents such as program proposal, annual progress reports and preliminary end-of-program report	1
• Take part in initial preparatory meetings	1
• If needed: Translate questionnaires from English into relevant local languages	2
• Carry out a field visit to 3 schools including interviews with all relevant target groups and classroom observations (2 days in each school, included travel time)	6
• Carry out a number of face2face interviews with key stakeholders at national level	2
• Writing a summary report including data collected, together with key points from interviews with stakeholders, supplemented with brief own reflections	3
<b>TOTAL DAYS</b>	<b>15</b>

#### Supervision and guidance

The SOS CV Tanzania National Office will establish the contract with the Data Collector, monitor delivery and quality of work with reference to the ToR. The SOS CV Tanzania National Office will also be responsible for planning the field visits, including contacting schools and ensuring that interview-persons are available. Furthermore, the SOS CV Tanzania National Office will offer transportation if needed. The lead consultant will design the data collection tools and carry out briefing of national data collectors online, and will also be available for guidance throughout the assignment of the data collectors via e-mail and online meetings as needed. The Regional Programme Development Advisor (Education) will assist country offices in terms of planning, guidance and supervision of data collectors.

#### Required skills

- Minimum undergraduate degree in education, social sciences or similar field
- Proven work experience in data collection (qualitative and quantitative) and in carrying out interviews with different target groups, including children
- Proven experience in using excel to record statistical data
- Strong skills in attention to detail and correct and timely reporting of data
- Excellent interpersonal skills and ability to communicate with many different target groups
- Fluency in English, and in relevant local languages
- Should be able to comply with our child safeguarding policy

#### Fee:

A daily rate fee in local currency will be agreed upon with the selected Data Collector during the interview process. The payments shall be subjected to local country policies as well as taxation rules applicable. The payments shall be made after receipt and approval of the final report by the lead consultant.

#### How to apply

Please send your CV and a short letter of application explaining how you meet the requirements for the assignment, daily rate in local currency, together with contact information for two reference persons to: [national.office@sos-tanzania.org](mailto:national.office@sos-tanzania.org) and Thomas Odera Email: [Thomas.Odera@sos-kd.org](mailto:Thomas.Odera@sos-kd.org)

**Application deadline: 23rd April 2021**