

CALL FOR EXPRESSION OF INTEREST FOR THE EVALUATION OF THE ERASMUS + PROJECT: COCADE –“ DEveloping CAREer COUnselling services in integrated spaces”

The Cités des métiers International Network has currently leading the COCADE project in partnership with 8 other organisations. This project is funded under the ERASMUS+ programme – KA2 “Strategic partnership”, exchange of practices. More information in the summary presentation of the project.

The Network is launching a call for individuals interested in the evaluation of this EU project. For the expected formative evaluation, the external evaluator will be asked to **perform the following tasks** :

- Desk review of relevant project materials, reports, meetings and work plan;
- Design a detailed evaluation plan before the 5th of December 2017;
- Delivery of an interim evaluation report (May 2018) assessing the quality of the project : the report shall include specific recommendations based on a thorough analysis of the weaknesses, strengths, constraints and challenges in the process;
- Delivery of a final evaluation report (February 2019) assessing the efficacy, the effectiveness, the relevance, the sustainability and the impact of the project

The external evaluator is expected to attend around 2 or 3 meetings of the Project Committee of COCADE. It will be regularly in contact and work closely with the Coordinator of the project.

COMPETENCES AND SKILLS OF THE EXTERNAL EVALUATOR

- At least 5 years professional experience in vocational education and training, coordination of learning activities in VET organisation or/and Cités des métiers will be an asset
- A proficient knowledge in evaluation and quality assurance process and assessment
- Experience in EU project development and management in particular with ERASMUS+
- Fluent in French and English. Proficiency in Portuguese language will be an asset
- Independent use of IT tools
- Strong analytical skills and proficient in report writing

TIMELINE AND FINANCING

The timeline for the performance of the external evaluation covers the period from November 2017 until March 2019. The maximum budget allocated is 7 000 EUR TTC including travel expenses.

APPLICATION PROCESS

Interested candidatures are asked to send a CV, a signed letter of interest (maximum 2 pages) and a quotation for the work to be undertaken by **Wednesday 25 October 6:00 p.m.**

Documents must be sent only by email and in pdf, in French and English, to lcollin@reseaucitesdesmetiers.com with the reference “COCADE – external evaluation”.

Applicants will receive an acknowledgment of the receipt of their application by the project coordinator. Interviews of a Short-listed candidates will be organised in Paris or via skype between 29/10 and 03/11/2017. The final selection will be made by the Project Committee.



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