



TERMS OF REFERENCE

for a Consultant to implement the Tasks of a Lecturer in the MedOpen CVC 2017 Advanced training in French

1. Background information / Objective / Duration

This training is organized in order to respond to the great interest of target users from the French speaking countries, who expressed their interest to participate in the MedOpen Climate variability and change (CVC) training in French. The objective of the session is to raise awareness and improve knowledge of trainees of CVC aspects in the Mediterranean, and through it to build / improve capacities on implications of CVC considerations, the ICZM Protocol and other related national policies.

The session will be launched beginning April 2017 and will be lasting for four weeks, with one week extra foreseen for consultations and finalisation and submission of the Final essay.

2. Tasks of a Lecturer

- to prepare an Introductory paper for the CVC Forum, as well as a short presentation video in French in which the Consultant introduces him/herself and the issue of CVC;
- to prepare a short Introduction to each Lecture with a couple of questions to direct and stimulate the Forum discussion;
- to moderate Forum discussions and reply to students' questions posted on the Forum providing them with explanations whenever asked for;
- to propose themes to be elaborated by students in their short Final Essays;
- to comment / evaluate / grade the overall students' work, including their active participation to Forum discussions and short Final Essays.
- to prepare a Final report of the training session.

In more detail, a Lecturer is expected to perform the following activities:

- to prepare an Introductory paper for the Forum (a half or one page) with the accompanying video presentation to welcome the students and to explain, among others, the purpose of the Forum strongly encouraging participation. Also, students shall be informed that only participation in both activities (i.e. Forum discussion and Final Essay preparation) will ensure the obtaining of the CVC Advanced certificate;
- to prepare a short Introduction to Lectures 1, 2, 3 and 4 (half a page), respectively, and to submit it to PAP/RAC by Friday prior to a week in which a relevant Lecture is introduced. Each Introduction shall be accompanied with a couple of stimulating questions / issues for discussion;
- to moderate Forum discussions and reply to students' questions providing them with explanations, whenever asked for (throughout the duration of the training);
- to assess / evaluate and grade the Forum discussion;
- to assess / evaluate students' Final essays, i.e., provide individual comments; grade the Final Essays, as well as students' overall work¹;
- to prepare a Final report on the activities carried out during the training session, including: the results achieved and obstacles encountered; evaluation of the training session; and proposals for its future improvement.

3. Deliverables

¹ Grading of the Forum discussion, the Final Essays and the overall students' work to be included in a table to be prepared by PAP/RAC.



1. Introductory paper and video;
2. Introductions to Lectures;
3. Assessment / evaluation and grading of Forum discussions;
4. Assessment / evaluation and grading of Final Essays;
5. Final report.

4. Costs and remuneration

A detailed provisional budget will be part of the proposal. The candidates have to take good note that the payments will be made on an output delivery basis, upon submission of the outputs as described below, subject to clearance by PAP/RAC, as follows:

One instalment, upon the execution of the tasks, according to the table below 100%
(dmy)

Deliverable	Deadline
1. Joint Introductory paper and video	end March 2017, at the latest
2. Introductions to Lectures	Each Friday preceding a week in which a relevant Lecture starts
3. Individual comments on Final Essays; Evaluation and grading of Final Essays; Evaluation and grading of Forum discussions; Grading of students' overall work	mid May 2017 (a week upon conclusion of the session)
4. Final Report	end May 2017 (two weeks upon the conclusion of the session)

5. Qualifications

The Consultant should have the following educational and professional qualifications:

- Professional level with a minimum of ten years experience in working on projects dealing with CVC and ICZM;
- Recognised PhD degree in Coastal Science and Technology;
- Teaching area: Vulnerability and adaptation to Climate change with particular reference to coastal zones;
- Superior communication and interpersonal skills;
- Strong French and English skills.