

## **TERMS OF REFERENCE (TOR)**

### **CONSULTANCY TO DESIGN AND DELIVER A PHD SUPERVISION COURSE FOR RSIF ALUMNI AND EXISTING FACULTY**

**Project Name:** Regional Scholarship and Innovation Fund for Applied Sciences, Engineering and Technology (RSIF)

**Reference No:** KE-ICIPE-003/2023-CS-CQS

**Grant No.:** D347-3A

**Expected duration:**

**Expected start date:** 01/09/2023

**Application deadline:** 07/08/2023

#### **A. Background**

The Regional Scholarship and Innovation Fund (Rsif)<sup>1</sup> is the flagship program of the Partnership for skills in Applied Sciences, Engineering and Technology (PASET) established by African governments to address systemic gaps in knowledge and skills necessary for long-term, sustained economic growth in sub-Saharan Africa (SSA).

The Rsif aims to (a) support competitively selected African host universities (AHUs) to establish high-quality PhD training, promote research excellence and improve innovation environments in the universities; (b) provide a model for inter-Africa student exchange and international collaboration in training and research; (c) develop transformative technologies to tackle the continent's most pressing challenges; and (d) build a critical mass of highly skilled leaders in science and engineering, and (e) support more women in science. The priority sectors for Rsif are ICTs including big data and artificial intelligence; food security and agribusiness; minerals, mining, and materials engineering; energy including renewables; and climate change.

Rsif is funded by African governments. Other key partners and contributors are the World Bank and the Government of South Korea. The International Center of Insect Physiology and Ecology (*icipe*) located in Nairobi, Kenya is the Regional Coordination Unit (RCU) of the Rsif.

*icipe* as the Rsif RCU is seeking the services of a Training institution to enhance the skills and knowledge of Rsif early career scientists (Alumni) and existing faculty in supervising PhD students.

#### **B. Objective of the assignment**

The objective of the assignment is to design and deliver a virtual PhD student supervision course to a group of Rsif Alumni and existing faculty.

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<sup>1</sup> For more information on PASET and the Rsif please visit <https://www.rsif-paset.org/>

### **C. Scope of the assignment**

The training targets Rsif Alumni and existing faculty as the beneficiaries. Rsif Alumni are fresh Rsif PhD graduates who have taken up teaching roles in universities or research institutes that have PhD students. Existing faculty are staff at the AHUs who are supervising Rsif scholars. The training should offer comprehensive practical guidance and strategies on best practices in PhD supervision, including effective communication and mentoring skills, managing student progress, feedback, and dealing with challenging situations that PhD students normally face.

### **D. Specific tasks for the trainer.**

- i. Design a virtual PhD supervision course for Rsif Alumni and existing faculty (should preferably be an existing course to which Rsif Alumni and existing faculty may apply)
- ii. Register Rsif Alumni and existing faculty for the course.
- iii. Deliver (virtually) the PhD supervision course to Rsif Alumni and existing faculty who register for the course.

### **E. Key deliverables**

- i. A scheduled training program with clear indication of start and end time.
- ii. A course outline indicating training materials, resources, and modules offered to participants covering essential topics on PhD supervision.
- iii. Conduct virtual training course for Rsif Alumni and existing faculty.
- iv. A training report that includes an evaluation by the course participants.
- v. Certificates for course attendance.

### **F. Qualifications and Experience**

The consultancy Firm be an experienced organization that offers PhD supervision training; and should have the following key personnel and experience:

- i. At least 3 Trainers with PhD qualification.
- ii. Extensive experience in academia, including research, teaching, and mentoring.
- iii. Proven track record of extensive training experience in facilitating and delivering PhD supervision training.

### **G. Reporting and supervision:**

The Team Leader will report to the Manager, Regional Coordinating Unit (RCU) of the Rsif and his designate RCU-*icipe* staff.

### **H. Time Frame**

The Consultancy Firm will be expected to deliver the training course by 30 November 2023.

### **I. Application guidelines**

Completed proposal including all the requirements and details specified should be submitted to [rsiftenders@icipe.org](mailto:rsiftenders@icipe.org) by **Monday, 7<sup>th</sup> August 2023 at 11.00 hrs** East Africa Time.

Description of what is expected in the proposal.

**A. Technical proposal highlighting:**

- i. Profile of the training organization.
- ii. Evidence of an existing and active PhD supervision course, including at least 3 previously offered courses in the last 2 years.
- iii. A description of the key personnel and their competence in delivering a PhD supervision course.
- iv. Clear understanding of the assignment/interpretation of the TORs and methodology of the training.
- v. A proposed training plan for the Rsif Alumni and existing faculty.

**J. Criteria for selection of the best offer**

The Consultancy Firm will be selected in accordance with the criteria laid down in "Selection Based on qualification and experience as stated above in paragraph F, as set out in the World Bank's Procurement Regulations for IPF Borrowers November 2020, which can be found at the following website: [www.worldbank.org](http://www.worldbank.org)