



Ministry of Higher Education

Republic of Maldives

## Terms of Reference

# Consultation to develop the National Human Resource Development Plan (NHRDP)

## 1. Background

Human resource development is vital for the economic growth and development of a country. For a long time, human resource development planning was not given the utmost importance. According to statistics published by the Asian Development Bank, the Maldives observed an unemployment rate of 6.1% in 2018, the highest in South Asia. There is a major imbalance between labor, demand, and supply in terms of human capital. There is a need to ensure that efforts to increase enrollment in higher education are well-planned to tackle the issue of skill mismatch in the country. The National Human Resource Development Plan (NHRDP) is a policy framework for education, training programs, and career advancement to meet the needs of the country's skills and competence; it aims to promote sustained economic growth by effectively utilizing available human resources and drawing on their expertise and ingenuity. A National Human Resource Development Plan (NHRDP) is essential to the Maldives, given the existence of many physical and economic challenges in the country.

## 2. Objective of the assignment

The main purpose of the National Human Resource Development Plan (NHRDP) is to lay out a national strategic plan for the appropriate development and utilization of the country's human resources. The framework is aimed at providing a holistic and integrated approach to the country's human resource development planning. This will allow all line-ministries, agencies, and stakeholders from both the public and private sectors to work in a collective and concerted manner to build the required human capital, which will ensure

the sustainable economic development of the Maldives.

The success of this framework will be reinforced by the creation of a conducive environment to support the education and training sectors, as well as job creation in the private sector along the value chains, in the quest to produce highly skilled, well educated, competent, and productive citizens. The National Human Resource Development Plan (NHRDP) will assess the Maldives' human resource demands and supply in quantitative and qualitative terms. This framework aims to identify and address the current and future needs and demands of the public and private sectors in the labor market.

### 3. Scope of Services

The consultant selected for this assignment needs to conduct a literature review of relevant documents covering how other countries have developed their human resource development strategies, policy-oriented documents. Further, the consultant will analyse the existing training need and requirement data of the Maldives and the disparities in those data. The consultant should also analyse the existing data on the training provided by the government during the past 10 years and develop the scope of work.

The tasks include, but are not limited to, the following:

- Phase 1: Prepare and submit an inception report outlining the proposed methodology and timeline.
- Phase 2:
  - Conduct a Need Assessment to identify the current training requirement gap and analyse the existing training requirements done by the relevant authorities.
  - Submit the Need Assessment Report to the MoHE.
  - Conduct meetings and consultations with MoHE.
- Phase 3:
  - Data collection through fieldwork and meetings with relevant government authorities, representatives from industry, and other stakeholders.
  - Analysis of the data collected in comparison with the Need Assessment Report and Literature Review.
- Phase 4: Present the findings at Interim Meetings with the MoHE and Relevant Stakeholders

- Phase 5: Final Report
  - Prepare and present the first draft of the framework for the National Human Resource Development Plan (NHRDP) with the strategic plan and the action plan.
  - Prepare the final framework for the National Human Resource Development Plan (NHRDP) with the strategic plan and the action plan.

#### 4. Deliverables and Remuneration

- **Deliverable 1:** Submit an inception report outlining the proposed methodology and timeline ---- 10%
- **Deliverable 2:** Submit the Need Assessment Report to the MoHE ---- 30%
- **Deliverable 3:** Submit the first draft of the National Human Resource Development Plan (NHRDP) with the strategic plan and the action plan ---- 30%
- **Deliverable 4:** Submit the final framework for the National Human Resource Development Plan (NHRDP) with the strategic plan and the action plan ---- 30%

#### 5. Marks allocation.

Details	Percentage Marks Allocated
Price	50
Master in a related field PhD in a related field	10 10 (additional)
Work experience For each additional year, one point until a maximum of 10 years	10 10
Related consultancy (for each project, two points up to a maximum of 10 points)	10

## 6. Required Qualifications and Experience

In order to successfully carry out the tasks listed above, the consultant is required to have the following qualifications and experience:

- At least a Master's Degree in Research, Human Resource Planning and Development, Public Administration, or a relevant discipline;
- At least 5 years of experience in Human Resource management or development.
- Similar or related consultancy work will be an added advantage.

## 7. Other Competencies

In addition to the required qualifications and experience, consultant is required to have the following competencies:

- Strong organization, coordination, and teamwork skills.
- Skills in providing information that leads to the development of labor market policies and strategies
- Skills in developing labor market policies
- Proven capacity to supervise and coordinate all administrative and technical aspects of the consultancy.
- Demonstrate local knowledge on labor market, trends, and culture.
- Excellent verbal and written communication skills in English, and the ability to prepare high quality reports in English.
- Proficiency in the use of MS Office Suite (Word, PowerPoint, and Excel)
- Ability to communicate via email and conduct research on the internet.

## 8. Institutional Arrangements

The consultant will work remotely. The consultant will be required to provide regular updates and attend meetings as and when required by the MoHE.

## 9. Duration of services and terms of payment

The service is for a period of three months. The consultant will be paid in accordance with the agreed rate upon completion of the deliverables specified in the TOR and the contract.