

Terms of Reference for External Quality Officer (ToR)

ERASMUS+ Capacity Building in Higher Education (CBHE): AfroRehab2030 - Building Blended Master Programs in Rehabilitation in Kenya and Tanzania

Expertise needed

External Quality Officers (EQO) are experienced professionals who have expertise in the following areas:

- Experience with international cooperation, if possible, with EU projects
- General knowledge of higher education and skills in health- and/or social sciences, if possible, within the disability and/or rehabilitation field
- Excellent communication skills in English (written and oral) and ability to write clear reports
- Excellent analytical skills and readiness to cooperate with fellow experts

Nomination and selection procedure

The AfroRehab2030 project will launch an open call for two 2 External Quality Officers (EQO) engagements, one for each country. The WP5 group for Quality Assurance will review the applications, nominate candidates and present the nominated applicants to the Project Management Board for approval.

- To apply for the position candidates should send following documents to the WP5 leader at MUHAS at the following e-mail address: eningowi18@gmail.com RE: Prof Enica Richard (subject field: External Quality Officer Application):
 - o A short letter of interest
 - o A CV(s) of the nominee the required documentsNB: The applicant should **NOT** be a permanent employee in any of the six listed project partners below

The selected EQOs will be notified by email, and the contract will be concluded based on the terms and conditions herewith stipulated.

Deadline: 31st July 2025

Scope of the Quality Officers' Work

- Understand the scope of the Erasmus+ Capacity Building in Higher Education program and the scope of the Erasmus AfroRehab2030 project (see attached project information on page 4 + formal, public information and documents)

- Collaborate with each other (EQOs) to prepare joint project deliverables, evaluation and quality assurance consultancy methodology and plan, and mid-term and final reports)
- Collaborate with project stakeholders to gather necessary data and insights.
- Conduct an independent evaluation of the project's progress with recommendations for improved quality assurance during the project, and evaluation of the outcomes, and long-term impact in each country.
- Identify key successes, challenges, and lessons learned.
- Conduct risk analysis and recommend mitigation strategies (mid-term report).
- Provide recommendations for improvement and scale-up of successful practices.
- Assess the alignment of the project with Erasmus+ CBHE funding priorities.
- Evaluate the achievement of project goals and the effectiveness of project activities.
- Document good practices with the potential for application in other Erasmus+ CBHE projects.
- Deliver reports to the Project Management Board (PMB) that include recommendations for improvement (mid-term evaluation report) and ensuring that recommendations are timely and actionable.

Key Deliverables

- **Evaluation and Quality Assurance Methodology and Plan:** A comprehensive methodology and plan for, submitted within two months of signing the consultancy contract.
- **Mid-Term Project Evaluation Report:** An independent assessment of the project's progress, providing insights and recommendations at critical project milestones.
 - Submission deadline: 1 February 2026
- **Final Project Evaluation Report:** A complete evaluation report summarizing the project's progress, outcomes, and impact, alongside key recommendations and good practices.
 - Draft submission: 1 July 2027.
 - Final submission: 25 August 2027.

Reporting Lines

The EQO reports directly to the PMB, maintaining independence and objectivity in the evaluations and recommendations and ensuring transparency throughout the collaborative quality assurance process.

Duration

The EQO's assignment will begin upon the signing of the consultancy contract and conclude with the approval of the final project evaluation report in August 2027.

Remuneration

For this work, the EQO will be remunerated the total of 1500 EUR each based on agreed contractual terms, with payments tied to the completion of key deliverables as outlined in this ToR and subject to the PMB's approval. The first instalment (50%) will be paid upon the PMB's approval of the Mid-

term project evaluation report, and the second instalment (50%) will be paid upon the PMB's approval of the final evaluation report.

The amount of 1500 EUR is inclusive of all expenses, and no travel expenses will be reimbursed.

Resources and Support

The EQO will have access to project documentation through WP5 team leader, stakeholders, and other resources necessary to perform evaluations and deliver high-quality reports.

Terms and Conditions

The EQO Team is expected to adhere to the highest ethical standards and confidentiality agreements throughout the evaluation process.

Expected costs coverage

Costs for the EQOs are covered by WP5 lead (MUHAS) through the subcontracting amount granted by the EU.

Information on the Project

Basic facts

Call: Capacity Building in Higher Education (CBHE) – Strand 2: Partnerships for Transformation

Type of Action: Erasmus+ LS

Project Title: Building Blended Master Programs in Rehabilitation in Kenya and Tanzania

Acronym: AfroRehab2030

Proposal ID: 101179826: Topic and Call ERASMUS-EDU-2024-CBHE-STRAND-2

Coordinating Institution: Western Norway University of Applied Sciences (HVL)

Quality Control lead/ WP5: Muhimbili University of Health and Allied Sciences (MUHAS)

Project duration: 01.10.2024 – 30.09.2027

Project summary

About 15% of the world's population have some form of disability, and there is a growing number of people experiencing functioning difficulties. In Sub-Saharan Africa, one in five people or 210 million people need rehabilitation due to the double burden of infectious and non-communicable chronic health conditions. Despite this unmet need, availability of rehabilitation services in Africa is extremely limited due to the inadequate number of competently trained rehabilitation professionals. This AfroRehab partnership aims at strengthening the rehabilitation workforce in East Africa by developing an innovative educational digital ecosystem with interdisciplinary master programs in rehabilitation. These master programs will secure sustainable training of qualified physiotherapists, occupational therapists, prosthetists and orthotists, speech and language therapists, audiologists and optometrists in Tanzania (TZ), Kenya (KE) and beyond. It will promote rehabilitation services and research across sectors, responding to World Health Organizations (WHO) Rehabilitation 2030 Call for Action and Rehabilitation Strategies in both countries.

Four African Universities, two in Tanzania and two in Kenya, and two European Universities from Norway and Finland will collaborate in developing and implementing Master of Science (MSc) in Rehabilitation programs, one in each African country. The blended, interprofessional rehabilitation programs aim to respond to the specific country's needs while allowing the participating universities to strengthen their academic capacity. By contributing their expertise, the partners will co-create and co-implement two context-sensitive MSc in Rehabilitation that will offer profession-specific exits, student active learning, placements across public and private sectors, and participatory research. These programs will create advanced career paths for rehabilitation professionals capable of developing and leading new undergraduate programs. The future MSc graduates, originally recruited from public healthcare facilities and higher education institutions (HEIs) across both countries, will ensure the creation and implementation of new professional BSc programs contributing to a more even rural-urban supply and distribution of rehabilitation professionals reaching the most vulnerable groups.

The programs will be the first two interdisciplinary MSc in Rehabilitation programs in East Africa that combine online and on campus delivery of courses using a blended learning approach. They will also

serve as bases for establishing educational, service and research hubs and networks across the region. A spin-off will be the production of digital continuing professional development courses and micro-credentials in rehabilitation, digital rehabilitation promotion material and tele-rehabilitation networks. For the European partners, where higher education (HE) is still strongly biased towards western contexts with little competence in global and minority health, it will result in capacity building through co-produced material, international staff and student exchanges, co-supervision, and collaborative research, thus extending the impact beyond the partner countries.

List of Partners/ Beneficiaries:

1 HOGSKULEN PA VESTLANDET (HVL) NORWAY. Coordinator – Leads WP1 on Project Coordination and Management; **Co-leads: WP5** on Quality Assurance.

2 THE KILIMANJARO CHRISTIAN MEDICAL COLLEGE University (KCMC University) TANZANIA. Partner – Leads WP 4 on MSc Program Implementation. **Co-Leads WP 1 and WP 3.**

3 MUHIMBILI UNIVERSITY OF HEALTH AND ALLIED SCIENCES TANZANIA (MUHAS) Partner – Leads WP 5 on Quality Assurance and **Co-Leads WP 2 & WP 6**

4 MOI UNIVERSITY (MU) KENYA Partner: Leads WP3 on Curriculum Development. **Co-Leads WP4**

5 JOMO KENYATTA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY (JKUAT) KENYA Partner. Leads WP 6 on Communication, Dissemination and Sustainability and **Co-Leads WP2.**

6 YRKESHOGSKOLAN ARCADA AB, FINLAND Partner. Leads WP 2 on Need Assessment, Staff training/ capacity building and Equipment.

Work Packages (WP)

WP1: Project management and coordination: Lead: HVL and **Co-Lead:** KCMC University.

Preparing PMB meetings, verify the progress, implementation, identify challenges, assess risks, make adjustments to plans; collaboration with WP5: Quality Control and WP6: Dissemination

WP2: Capacity building of staff, equipment and stakeholder engagement: Lead: Arcada & **Co-Lead** JKUAT and MUHAS

- › Coordinate the Training of trainers/ capacity building of Staff at the 4 institutions
- › Coordinate the acquisition of equipment (both digital-educational and profession-specific equipment)
- › Engaging stakeholders to develop the master programs to respond to individual, HEI- and national/regional needs.

WP3: Development of Joint Master in Rehabilitation curricula for accreditation in TZ and KE: **Lead:** MoiU & **Co-lead:** KCMC University.

- › Co-developing two national joint MSc study programs
- › Similar Blended structure (at least 40%)
- › Structure for co-teaching (exchange/ complementarity of teachers and of students between the 4 African HEI)

- › Organize placements/ internships at HEIs, private and public community-based (CB) and facility-based (FB) rehabilitation institutions, research centres, innovation hubs, professional associations, industry, and/ or other NGO/ CBOs
- › Readings and other pedagogical materials
- › Accreditation process

WP4: Implementation of the two blended MSc curriculum in Rehabilitation in TZ and KE. Lead: KCMC University and **Co-lead:** MoiU.

- › Advertisement of programs and enrolment
- › Implement Year 1 of the program
- › The programs' quality assurance

WP5: Quality Assurance: Lead: MUHAS & **Co-lead:** HVL.

- › To ensure high quality of the project through continuous monitoring, feedback and assessment.

WP6: Impact, dissemination, and sustainability: Lead: JKUAT & **Co-lead:** MUHAS.

- › Ensure continuous dissemination and implementation of project results

Associated Partners

In Tanzania:

- Ministry of Health (MOH)
- Ministry of Education Science and Technology (MOEST)
- Ministry of Community Development, Gender, Elderly and Children (MCDGEC-Tanzania)
- Comprehensive Community Based Rehabilitation in Tanzania (CCBRT) – NGO

In Kenya:

- Ministry of Health (MOH)
- Ministry of Education
- Ministry of Labour and Social Protection
- Association for the Physically Disabled, Kenya (APDK) NGO

In Norway:

- OsloMet (Oslo Metropolitan University)
- NTNU (Norwegian University of Science and Technology) and SINTEF, Norway

Regionally/Globally:

WHO: Disability & Rehabilitation Unit. Violence, Injuries & Disability Unit at the Healthier Population Cluster, WHO regional office for Africa

AfroRehab measurable contribution to the objectives:

1. **Two new, blended MSc programs in rehabilitation will be running from (latest) year 3** of the project, **one at KCMC University, TZ and one at MoiU in KE**. The two two-year MSc programs will each produce at least 20 MSc graduates latest by Year 4, after the end of the project;

2. **Two nationally accredited MSc curricula in rehabilitation** will be ready for adoption, adaptation and implementation at MUHAS and JKUAT, as well as for other HEIs wanting to train rehabilitation professionals in each country.
3. **Increased number of highly qualified, digitally competent teaching staff** with enhanced transversal pedagogical skills at all four African partner HEIs;
4. **Four African HEIs equipped with new digital teaching and learning technology and software** allowing for more inclusive, flexible, sustainable and green higher education activities, and with equipment for profession-specific elective courses.
5. **New collaborative research projects initiated on rehabilitation** models, human resources and digital rehabilitation between HEIs and various stakeholders in the rehabilitation labour market, professional associations, client associations and society at large;
6. **A regional (in SSA) and inter-regional (SSA & EU) digital educational and research ecosystem in rehabilitation** is established, ready for being expanded.

Management arrangements

Quality Assurance and Evaluation (QAE) is led by MUHAS and HVL through WP5. The main objective of the WP is to support the project management with quality assurance. As the main decision-making body, the PMB will be responsible for Quality Assurance and Evaluation of the project.

The QAE of the project will be performed by the Quality Group (QG). The group is led by WP5 leaders from MUHAS and HVL respectively, who are members of the PMB. The QG will be accountable before the Project Manager (PM). The QG is composed of WP5 with its 6 members, one from each HEI; the Academic Advisory Board (AAB), also with 6 members, one representing each institution, though external to the project, and Project administrative support at the Project Coordinator (PC) institution HVL, to guide the internal monitoring and quality control. In addition, 2 external quality officers (EQO) for evaluations of the project achievements are subcontracted. The QG members report to the PMB and the HVL Project Manager.

Organization of the Quality Assurance and Evaluation Group: WP5 – AAB- EQOs

WP5 organizes the work in the group but the external quality officers (EQOs) will work independently to perform checks and write recommendations. The QG is responsible for the overall design of the methodology of Quality and Evaluation. This will include an evaluation and quality assurance strategy, procedures, tools, and serve as the work plan for the QG.

In the execution of the foreseen quality assurance activities, the internal QG and EQOs have an independent responsibility to evaluate the quality of the project, and communicate and collaborate on recommendations on how to improve the project. In addition to performing their independent tasks, if needed the internal QG's and external evaluators (EQOs) are expected to attend digital meetings in the QG, consortium meetings, and relevant physical project related events.

Each academic partner HEI will be responsible for the quality of curricula development, course design, study materials and the quality of teaching and learning in the MSc programs to be created.

This will be done in accordance with the internal procedures and tools at each academic partner institution.

AfroRehab2030 Project Deliverables

No	Deliverable	Deadline
1	D1.1-D1.4 Curriculum development (process)	M6-M36
2	D2.1 Curriculum development results and study materials production	M18
3	D2.2 Strengthening teaching and learning skills	M2-30
4	D2.3 Equipping the 4 African HEIs for blended education and profession- specific courses.	M12
5	D3.1 Master of Science in Rehabilitation Curriculum endorsed by stakeholders and approved by university boards/senate	M12
6	D3.2 Accreditation Certificate	M18
7	D4.1 First enrolment of students for MSc in Rehabilitation	M24
8	D4.2 First year of MSc program Co-teaching and co-learning activities performed by collaboration of the four institutions	M24-M34
9	D4.3 Assessments and Results: Year 1 Completed	M34
10	D5.1 Internal Quality Assurance Report	M1- M35
11	D5.2 External quality assurance Report	M35 (?)
12	D6.1 Communication and Dissemination Plan	M6
13	D6.2 Project website and page in the social media	M6
14	D6.3 Multiplier effects events	M36
15	D6.4 Final Project Conference	M36



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