**Call for External Expert / Project Evaluator**

# I. Background and introduction

The ICMED project is launching a call for an **external project evaluator**.

*International Credit Mobility: A New Challenge in the Mediterranean Region* (ICMED) is a project co-funded by the European Union under the **Erasmus+ Programme, Key Action 2 Capacity Building in Higher Education** and it will end in October 2019.

The overall aim of the project is to **strengthen the capacity** of Higher Education staff in **Algeria, Morocco** and **Tunisia** to deal with **Erasmus+ International Credit Mobility** & International Mobility programmes in general, through the implementation of a comprehensive Training Programme. By fostering information and sharing best practices, the project is expected to contribute towards an innovative, effective and efficient management of International Credit Mobility in the MENA region.

More specifically, it aims at:

* Mapping the current status of ICM implementation at institutional and regional (Algeria, Morocco and Tunisia) level, identifying key specific challenges for each partner country;
* Building partner Higher Education staff capacity to deal with ICM, through the implementation of a comprehensive training programme, responding to the needs of target groups: 4 training weeks focusing on different ICM topics will be carried out, providing MENA colleagues with the skills needed to develop their own ICM policies and activities;
* Providing concrete instruments to effectively participate and manage ICM: an International Mobility Toolkit, including student guides and ready-to-use guidelines/templates for the management of ICM and double/joint degrees, will be elaborated;
* Producing new inputs and stimulating floor for discussion and improvement to the benefit of national and European authorities, in view of the future generation of Erasmus+;
* Fostering and exploiting partner countries Higher Education Institutions capacity, so to allow for a quality and sustainable management of Erasmus+ KA107 action and international mobility in general.

The project **partners** are:

* Università degli Studi di Padova, Italy (Coordinator)
* Alma Mater Studiorum - Università di Bologna, Italy
* Universidad de Granada, Spain
* Université de Poitiers, France
* Universitatea Alexandru Ioan Cuza Din Iasi, Romania
* Cardiff Metropolitan University, UK
* Université des Sciences et de la Téchnologie d’Oran, Algeria
* Université Mohamed Khider Biskra, Algeria
* Université Hassan 1er de Settat, Morocco
* Université Abdelmalek Essaadi Tetouan, Morocco
* Université de Gafsa, Tunisia
* Université de Monastir, Tunisia
* Coimbra Group Asbl, Belgium
* UNIMED – Mediterranean Universities Union, Italy

In the framework of the **Project Work Package 6 - Quality Assurance**,an international **external evaluator** will be selected, based on this open call, to evaluate the project.

# II. Objective of the external evaluation

The external evaluation should aim at measuring the grade of success of the project against the formulated specific objectives and indicators, so to:

* deliver value to the target beneficiaries;
* fulfil the requirements of the project sponsor, i.e. EACEA;
* operate in an efficient and timely manner;
* assist in the strategic-decision making during and after project lifetime.

# III. Tasks

In line with European Commission’s Result Oriented Monitoring, the task of the external evaluation is to investigate, assess and evaluate the implementation of the project with specific reference to the following aspects:

* **Relevance and Quality of Design**: the appropriateness of the project’s objectives to the real problems, needs and priorities of its target groups/beneficiaries and the quality of the design through which these objectives are to be reached.
* **Efficiency of implementation**: how well means/inputs and activities were converted into outputs; internal communication, progress reporting and the sharing of information between work package teams; general coordination and management.
* **Effectiveness of implementation**: the contribution made by the project’s results/outcomes to the achievement of the project purpose (quality of results, outreach target groups, etc.).
* **Expected impact**: the project’s likely contribution to the project’s Overall Objective (to be assessed only during the final evaluation).

The working language will be **English**. However, a good understanding of French would be desirable.

# IV. Suggested action plan for external evaluation

*Phase I*

* Desk review of relevant project materials, reports, meetings and work plan;
* Attendance of the 3rd project Steering Committee (SC) Meeting in Settat, Morocco (29-30 November 2018);
* Drafting of interim evaluation report assessing the aspects detailed in paragraph III. The report shall include specific recommendations for enhancing the quality of different aspects of the project. The draft report will be analysed by the project’s SC and required actions will be taken to answer the recommendations.

*Phase II*

* Desk review of relevant project materials, reports, meetings and work plan;
* Skype/telephone interviews with coordinator and selected partners (if deemed necessary);
* Attendance of the final SC Meeting and/or Final Conference (Oran, Algeria – Summer 2019 tbd);
* Preparation of a final Evaluation Report (draft) for review of the project SC;
* Integration of SC feedback and submission of final Evaluation Report within four weeks of receipt of SC comments.

# V. Timeline

The timeline for the performance of the external evaluation covers the period from September 2018 until September 2019, including submission of the interim and final report.

# VI. Financing

The external evaluator will benefit of a daily fee of 300EUR (10 man/days have been considered for the external evaluation, 6 for the interim evaluation and 4 for the final evaluation). The project will additionally cover travel/subsistence expenses for the participation in the project meetings for up to 700 EUR/meeting.

# VII. Application Process

Please send your **signed and scanned application** **before** **23 July 2018** to info@icmedproject.eu using the **form below**, including in annex **your CV**.

The subject of the e-mail should mention the following reference: ICMED External Evaluation.

Applicants will receive an acknowledgment of the receipt of their application by the project coordinator. The selection of the external evaluator will be made by the members of the Project Steering Committee. The selected external evaluator will be contacted by the project coordinator by 3 August 2018 at the latest.

Applications will be scored and ranked according to the following criteria:

* Experience in EU-funded project management (25%)
* Experience in the Erasmus+ International Credit Mobility and/or International Mobility programmes (25%)
* Experience in external evaluation (20%)
* Knowledge of and experience in the MENA region, particularly about the regional Higher Education system (20%)
* Motivation (10%)

# APPLICATION FORM

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| **Personal details** |
| *Name:**Date of birth:**Nationality:**Current job position:**Address:**Email address:**Telephone:* |
| **Experience** |
| *Please describe your experience in European project management, International Credit Mobility programmes and external evaluation. Relevant knowledge of/experience in the MENA region should also be described (max. 2000 characters):* |
| **Motivation** |
| *Please motivate your application (reasons, objectives, in relation to the project’s aims) (max. 1000 characters):* |
|  |
| **Signature and date** |
| **Signature:****Date: / /** |