



International
Labour
Organization



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VACANCY PROPOSAL FOR JUNIOR PROFESSIONAL OFFICER (JPO)

Promoting Apprenticeships in Latin America and the Caribbean (LAC)

GENERAL INFORMATION:

Title:

Junior Professional Officer in Dual Education and Quality Apprenticeships in LAC

Duty station: *Montevideo, Uruguay*

Duration of the assignment: 12 months, renewable

Grade: P2

Department/ Field Office: *Inter-American Centre for Knowledge Development in Vocational Training – OIT/CINTERFOR*

Organisational unit: *Knowledge Management Unit*

SUPERVISION

Direct Supervision by:

Gonzalo Graña, National Officer for Vocational Education and Training, Youth and Social Dialogue, Email: grana@ilo.org

The JPO will report to the National Officer for Vocational Education and Training, Youth and Social Dialogue in ILO CINTERFOR. A clear, time-bound work plan will be agreed with the supervisor at the beginning of the contract, ensuring that the JPO will gain relevant expertise, both at the theoretical level and “hands on” practical level in the area of quality apprenticeships and dual education. Thereby, the experience with Cinterfor aims to prepare the JPO with experience that will enhance their future professional opportunities in this important area of work, through the products to be achieved, the activities to be carried out, as well as main outputs will be laid out.

The area of apprenticeships is a high priority in the ILO, because of two general discussions in 2022 and 2023 in the International Labour Conference (ILC). Hence, we are designing an intensive and exciting programme of activities in preparation for the ILC. Work contacts on a daily basis and team work will be a very important part of the JPO's work, not only with the supervisor, but also with the larger CINTERFOR team, in particular with the CINTERFOR specialist on new methodologies for vocational education and training.

The JPO will accompany and assist the supervisor, and specialized consultants in meetings, seminars, workshops and missions, in line with the work plan. Furthermore, he/she will carry out independent applied research on topics related to quality apprenticeships for the region.

As necessary, the supervisor will provide guidance, detailed instructions and coaching. The performance management will be reviewed in accordance with ILO's Performance Management Framework, as applicable to Junior Professional Officers.

INTRODUCTION

Founded in 1963, the Inter-American Centre for Knowledge Development in Vocational Training of the ILO (CINTERFOR) promotes vocational education and training (VET), sharing of knowledge and stimulating South-South cooperation. CINTERFOR is a specialized centre and a think-tank of the ILO, conducting research, capacity building and coordinating a prestigious network of more than 65 institutions from 28 countries in Latin America, the Caribbean, Portugal, Spain and in Africa. Cinterfor collaborates actively in providing services and information to members and supports the tripartite clients of the ILO in Latin America and the Caribbean. These services are related to all questions of policy support, employability, working relations and productivity issues related to vocational education and training.

Technical expertise in the area of quality apprenticeships are in the spotlight in the ILO, and will be discussed in the International Labour Conference (ILC) in 2022 and 2023. As a result, the selected JPO will have a unique opportunity to contribute toward the research, training and policy debates surrounding this area, during their work with Cinterfor. This may include preparing independent and guided research on topics like the importance of involving the private sector in apprenticeships, focusing on key lessons for initiating social dialogue in dual education and for finding institutional solutions in the development and implementation of apprenticeships in Latin America and the Caribbean.

The global pandemic's impacts are harsh on labour markets in Latin American and the Caribbean. According to the ILO, youth unemployment rates are high and this places youth at risk of longer-term impacts that could undermine their future career opportunities.

Hence, countries of Latin America and the Caribbean face a dual challenge. On the one hand, they need to design short-term responses to mitigate the negative social and labour impacts of high youth-unemployment rates and to return to more employment-led growth paths. On the other hand, they must take action to address structural problems of low productivity, inefficient competitiveness and non-decent working conditions.

The proposed JPO contract should help ILO / CINTERFOR further develop its methodological and technological capabilities required to focus on the possibility of transforming the long-term perspectives of these challenges by focusing on the importance of quality apprenticeships and vocational teacher training for developing relevant work competencies for the future world of work in Latin America and the Caribbean.

DUTIES AND RESPONSABILITIES

Under the direct supervision of the supervisor, the JPO will perform the following duties and responsibilities:

- Familiarize her-/himself with key CINTERFOR publications on quality apprenticeships;
- Assist in the preparation of reports on quality apprenticeships;
- Familiarize themselves with the recent package of CINTERFOR online courses in particular the one on quality apprenticeships;
- Assist in the preparation of the next generation of CINTERFOR online courses on quality apprenticeships in the regions, both in Spanish and English
- Assist in the organization of missions, seminars, meetings and workshops;
- Prepare and carry out national, regional and sectoral workshops on quality apprenticeships in LAC;
- Participate in field missions to countries requesting CINTERFOR's support in quality apprenticeship design;
- Carry out research and assist in mapping exercises on quality apprenticeships in selected countries;
- Assist in the management of CINTERFOR technical cooperation projects, such as with CAF in Panama and Uruguay, with COSUDE in Bolivia, and possibly with laDB in the Dominican Republic and with other donors funding future CINTERFOR projects on these topics, including through the Donor Committee for 'Dual Vet (DC DVET) in Switzerland;
- Collaborate in the design of new CINTERFOR documents, guides and tools on quality apprenticeships;
- Liaise with vocational training institutions to support the process of transfer of knowledge on quality apprenticeships;
- Perform other tasks that may be assigned by the supervisor or by the Director of CINTERFOR.

QUALIFICATIONS AND EXPERIENCE

Education:

Advanced university degree (Master's or Post Graduate Diploma) in Economics, Social Sciences, Vocational Education and Training or a related field.

Work experience:

Minimum:

At least two years of practical work experience in education and training and/or applied research in education and training at the national or international level

Desirable:

Work experience in the area of youth employment and/or related areas in the field of employability and vocational training at international level. Experience in different modes of vocational education, such as apprenticeships, internships, industrial attachments and other forms of work-place learning.

Skills required for the assignment:

Minimum:

Good communication skills, both written and verbal, combined with strong analytical skills and applied research in the field of public policies and labour markets. Basic comparative knowledge of vocational training systems and policies.

Desirable:

Good skills in empirical research and knowledge of methods for the collection and analysis of data.

Languages:

Minimum:

Good command of English and Spanish

Desirable:

Working knowledge of a third language, such as Portuguese, would be an asset.

ILO competencies:

The JPO is expected to demonstrate and be guided by ILO competencies, such as:

1. Orientation to learning, knowledge sharing and to change
2. Capacity to work on own initiative as well as cooperate as a team member.
3. Ability to work in a multicultural environment, and sensitivity to diversity.

TRAINING COMPONENTS AND LEARNING ELEMENTS

Training components

Through the daily work in CINTERFOR, the JPO will have the opportunity to bond and learn with a team of first level specialists in the field of vocational education and training. At least twice a month CINTERFOR carries out regular team meetings of all the technical specialists for the discussion of strategic issues in the field of key responses of requests made to CINTERFOR. The JPO will participate in these meetings. Moreover, under the guidance of the supervisor and with the help of all CINTERFOR colleagues, the JPO will gradually familiarize her-/himself with relevant CINTERFOR publications as well as gain knowledge of the member institutions of the network in 28 countries. Through seminars, workshops and interaction with CINTERFOR and with other ILO offices in the region, such as the Regional Office of the ILO in Lima and/or the different Decent Work Teams in Costa Rica, Trinidad and Tobago, Chile and Peru and with professional training institutions, the JPO will be able to develop an extensive and in-depth knowledge of the situation of vocational education and training in the countries of Latin America. If deemed necessary, the JPO may receive additional external training to develop skills necessary for her/his work.

Learning elements

In the first year, the JPO will

- Become familiar with ILO CINTERFOR's institutional and informal coordination mechanisms, particularly in processes linked to technical cooperation projects and activities in the field of vocational education and training;

- Become familiar with ILO's mandate and with the mission of the organization in the field of employment and vocational training;
- Interact with the specialists of CINTERFOR and other offices in the field, as well as counterparts in vocational training institutions, especially promoting quality apprenticeships in LAC;
- Get acquainted with the work of a multi-disciplinary and multi-cultural team.

In the possible second and consecutive year(s), the JPO will

- Gain an in-depth knowledge of vocational training systems and institutions in the Latin America and the Caribbean region, as well as comparative experience in this field in other regions;
- Carry out applied research for CINTERFOR on quality apprenticeships and in yet to be selected countries in LAC (jointly with CINTERFOR colleagues and with the supervisor);
- Draft technical cooperation projects and reports to donors interested in supporting quality apprenticeships and in LAC.

BACKGROUND INFORMATION

As mentioned before in the introduction, the Inter-American Centre for Knowledge Development in Vocational Training (CINTERFOR) is a specialized centre of the ILO.

One of the main objectives CINTERFOR is looking for in the future, is to enhance its ability to develop and to shape products in the areas of quality apprenticeships and that can be not only clearly identified as CINTERFOR approaches, but also be used in an array of CINTERFOR member countries in order to address some of the prevailing challenges in the region, such as the high youth unemployment rates.

If this work goes well in the next few years, it might easily lead to more requests to CINTERFOR in the future that might also pave the floor for the JPO to be employed further after the end of the contract.

CINTERFOR is located in Montevideo, Uruguay, and according to the World Bank Uruguay is middle high-income country, where the living conditions are some of the best in Latin America. Montevideo has about 1.7 million inhabitants and is one of the best-connected cities in Latin America.

For internal ILO reporting the so-called CPO (Country Product Outcome) CINTERFOR is charging its services to is the following: RLA 153 as it is described below:

RLA 153: Based on technical assistance, horizontal cooperation and knowledge management, promoted by ILO / CINTERFOR, vocational training institutions improve the quality, relevance, coverage and returns of the training offered.

The ILO values diversity among its staff. We welcome applications from qualified women and men, including those with disabilities.

Fraud warning

The ILO does not charge any fee at any stage of the recruitment process whether at the application, interview, processing or training stage. Messages originating from a non-ILO e-mail account - @ilo.org - should be disregarded. In addition, the ILO does not require or need to know any information relating to the bank account details of applicants.



The ILO has a smoke-free environment.