



Ukraine Trade Mission Training Program

Consultant to Support Project

January 2022

1. Background

The Canadian Bureau for International Education (CBIE) is implementing a training program for Ukrainian higher education institutions to increase partnership opportunities with Canadian institutions. The development of this program is supported, in part, by a financial contribution from Global Affairs Canada's CanExport Associations program. The program will focus on increasing the capacity, exposure and connections held by senior academic leadership from Ukrainian institutions to internationalization expertise and the Canadian international education sector. It is envisioned that the final product would be subsequently made available for other geographic markets, tailored to their own context and priorities to help institutions abroad build capacity in understanding the Canadian education landscape, how to strategically develop partnerships and understand the types of partnerships that will provide the greatest value and meaningful collaboration for institutions.

This program builds on CBIE's higher education collaboration mission to Ukraine in 2013 and a subsequent inbound mission of Ukrainian rectors to Canada, and strengthens a long-term technical assistance capacity-building engagement in the region built through federal government funded development projects since early 1990. International research collaboration, academic exchange and capacity-building professional development interventions are areas of growth and key opportunities for Canadian engagement with Ukrainian educational institutions.

CBIE seeks to leverage a consultant to develop and facilitate this training program. Experienced persons or institutional representatives who wish to apply as consultants to this project are invited to submit their Expression of Interest for consideration.

2. Key Deliverables

CBIE is seeking a consultant to lead the development and delivery of a training program, tailored to Ukrainian institutions on the higher education landscape in Canada and education partnership opportunities with Canadian higher education institutions. The training is to build the capacity of Ukrainian rectors, vice-rectors, and Ukrainian government officials in understanding the potential for international research collaboration, academic exchange and capacity development professional development opportunities with Canadian higher education institutions. The goal is to ensure Ukrainian institutions are well positioned to identify and develop concrete opportunities for internationalization partnerships with prospective Canadian higher education institutions. The online training program will be followed by a two-day virtual collaboration event with virtual visits to Canadian institutions.

The consultant needs to be able to produce a training program that includes the range and diversity of universities, colleges and technical institutes to ensure that the full spectrum of the higher education system is represented.

Tasks include development of content and delivering an online training program tailored to prepare Ukrainian institutions to engage in B2B meetings with Canadian higher education institutions. The training will include the following:

- Overview of the Canadian higher education landscape;
- Opportunities for partnership with Canadian higher education institutions in the areas of research, academic mobility and professional development.

3. Schedule and Timeline

The contract is expected to begin by January 31, 2022 and conclude by March 31, 2022.

End of February	Finalise training program content, for CBIE approval
Mid-to End March	Delivery of program to Ukrainian institutions

4. Budget

Detail	Cost (in CAD)
Consultant Fees	\$11,000 maximum

An invoice for all expenses must be submitted with corresponding timesheets and/or other supporting documentation (such as receipts) no later than March 31, 2022. Expenses must be approved in advance.

5. Application Process

Deadline: Monday 24 January 2022

Submissions of expression of interest with CV should be made to Catherine Wilde at cwilde@cbie.ca. Please use the subject: Ukraine Training Program

Expressions of Interest should include the following points:

- Statement of interest in undertaking the assignment;
- Key qualifications of individual(s) proposed to undertake the assignment including relevant project experience;
- Identification of any associated partners or collaboration with institutions;
- Understanding of the project and a description of the proposed training program including an overview of the proposed program (duration, content, delivery methods, etc.)

6. Intellectual Property

All documents produced and materials provided by CBIE to the consultant, as part of the consultancy, shall remain the property of CBIE. Ownership and copyright of all drafts and final products will be the sole and exclusive property of CBIE, subject to its contractual agreement with Global Affairs Canada under the CanExport Program.

7. Contact

Questions can be directed to Catherine Wilde, CBIE at cwilde@cbie.ca