



Terms of Reference

1. Background

“Teacher for the 21st century” project has been implemented in Azerbaijan in cooperation with the Ministry of the Republic of Azerbaijan since 2008. The goal of the project is to provide a high-quality professional development teacher training for teachers from 50 pilot secondary schools of Azerbaijan. The project is implemented to meet the challenges related to the English language teaching reform in Azerbaijan. The British Council Azerbaijan would like to demonstrate commitment and support to this reform by showcasing British expertise in teacher training. 10 most active and skilful teachers participants of the training in Azerbaijan will be selected to participate in the study tour programme at one of the high-quality UK education institution and will benefit from a training on contemporary ELT methodology to enhance their professional skills and knowledge.

2. Description of the services to be provided within the study tour

2.1 Study tour goals

To enhance the general competency of ELT teachers by providing them with a variety of teaching approaches and techniques in ELT.

2.2 Study tour dates

Sunday 22 March - Monday 30 March 2015 (42 hours, Sunday - Monday)

2.3 Study tour participants

- 10 secondary school English teachers from 50 pilot schools of Baku who participated in previous teacher and trainer training sessions in Azerbaijan. Every teacher has at least 4-years work experience, and holds a University diploma.
- 1 representative of the Ministry of Education of Azerbaijan Republic (Group observer, no course tuition)
- 1 representative of British Council Azerbaijan country office – English language programme manager (Group leader, no course tuition)

2.4 Study tour programme and outline

The training programme should include (but not limited to) the following elements, which will form part of the programme:

- Contemporary English Language Teaching methodology
- Practical Teaching Skills
- Managing teaching and learning process
- Effective Lesson Planning
- Selection and use of resources for language teaching
- British Life and Culture



- Cultural Projects in Groups
- School visits and lesson observation at schools
- Microteaching sessions

The hosting UK institution will be expected to supplement the participants, as necessary with their own materials.

The above-mentioned programme should use some or all of the following methods:

- Interactive seminars
- Lectures
- Group work
- School visits to observe lessons
- Focused workshops
- Demo lessons
- Microteaching sessions

2.5 Study tour outcomes

By the end of the training programme, the course participants should be able to

- use a variety of techniques, approaches and activities for teaching English
- plan activities into a coherent lesson
- successfully manage the teaching and learning process
- select and use the resources for ELT
- use teaching skills
- Reflect the content and skills of contemporary methodology of ELT in practical teaching on their return to Azerbaijan.

3. Minimum set of qualifications of to the trainers delivering the training

Please submit a CV/resume of trainer(s) who is expected to provide the training. The following set of qualifications of trainer(s) should be met:

- MA in ELT
- 5 years of experience in ELT teacher training
- Experience in conducting similar type of training



4. Description of other services to be provided

The hosting UK university/college will be in charge of the following services to be provided:

4.1 Accommodation and Meals

Accommodation should be offered by the hosting university for a full duration of study tour within easy travelling distance of the University. Participants should have a private study bedroom. 3-times meals should also be included in the service pack of the hosting university.

4.2 Resources and facilities

Participants should have access to the library, IT resources giving them computer access, Resource Centre and other facilities of the hosting University/College

4.3 Participant Support

The host institution should provide one coordinator/assistant who will be in charge of all logistics and any emergency situations related to study tour participants (accommodation/training/plus any difficulties in homestay, should they arise). S/he should be available to participants via phone or in person in case of questions/issues arising.

4.4 Cultural programme should also be a part of the study tour programme with several cultural activities included (the programme should be provided in advance)

4.5 Other services may include the following:

- Airport collection and drop-off
- Welcome lunch on first day and farewell lunch on final day
- Bus-passes for transport to and from the university and local travel

Deadline for submission of the proposal: January, 23rd