

FOODBEV SETA
Food and Beverages Manufacturing
Sector Education and Training Authority

Expression of Interest 2024/2025:
Call for Applications for TVET College Lecturer Capacitation

The FoodBev SETA (Food & Beverages Manufacturing Sector Education Training Authority) is pleased to invite Technical and Vocational Education and Training (TVET) Colleges to apply for participation in the Lecturer Capacitation Program for the 2024-2025 financial year.

Aligned with the National Development Plan (NDP) and the National Skills Development Plan (NSDP) 2030 objectives of integrating education with workplace experience, the FoodBev SETA has initiated a project aimed at enhancing TVET lecturers' industry exposure within the Food and Beverage Manufacturing sector. This initiative involves placing TVET lecturers in FoodBev SETA-aligned companies for one month to equip them with knowledge of the latest industry processes, technologies, and skills requirements.

Through this partnership, FoodBev SETA seeks to collaborate with public TVET Colleges to provide selected lecturers with a one-month industry placement. This experience is intended to help lecturers update their knowledge of modern industry practices and integrate these insights into curriculum development.

Eligibility Criteria

To be eligible to apply, institutions must meet the following criteria:

- Must be a Public TVET College in South Africa.
- Availability of two TVET lecturers who can participate in the program for a one-month period.
- Capability to appoint substitute lecturers to cover the absence of participating lecturers.
- Ability to host industry experts for guest lectures at the TVET College, if required.
- Capacity to place lecturers within companies in the Food Value Chain.

Note: This project is fully funded by the FoodBev SETA.

Application Requirements

1. **Proof of Eligibility:** Documentation confirming the applicant's status as a Public TVET College, as listed in the government gazette.
2. **Commitment Letter:** A letter signed by the College Principal or an authorized representative, committing the College to support the placement and participation of lecturers in the project, in accordance with the College's policies and procedures.
3. **Strategic Plan:** The College's strategic plan (approved by the College Council), detailing its strategic niche areas or priority occupations/programs.
4. **Project Proposal:** A proposal outlining the project's objectives, anticipated impact on the College, and an implementation plan.

Evaluation Criteria

Applications will be evaluated based on the following criteria:

1. **Project Proposal:** Clarity of objectives, expected impact on the College, and implementation strategy.

EOI: TVET College Lecturer industry exposure, 2024/25 financial year.

2. **Curriculum Enhancement:** Plans to incorporate the knowledge and experience gained by lecturers into curriculum development.
3. **Strategic Alignment:** The proposal should demonstrate alignment with the College's strategic niche areas, focusing on priority skills and occupations.
4. **Project Management:** Evidence of a designated project manager responsible for overseeing the project's implementation. This may include a project manager overseeing other College initiatives.
5. **Implementation Timeline:** The proposal should include a timeline for project implementation within the stipulated two-month period.

Application Process

Interested applicants must submit their expressions of interest in writing, including a brief project proposal and a commitment letter signed by the College Principal or an authorized official. Submissions should be sent via email to lecturercapacitation@foodbev.co.za , with a copy to thabangm@foodbev.co.za

Contact Details

All enquiries regarding TVET Lecturer Capacitation Project may be directed to the following officials during working hours (i.e., 08h00-16h30). The funding window will open on the **13th of September 2024** and close on the **4th of October 2024**.

Contact Person	Email address	Contact Details
Thabang Madihlaba	Thabangm@foodbev.co.za	011 253 7368

All applications are subject to approval by the FoodBev SETA delegated Authority. The approval of these projects will be determined by the availability of funds, and meeting of all requirements as per the criteria. FoodBev SETA reserves the right to cancel the project in whole or in part at its discretion.

1. PROJECT PROPOSALS TEMPLATE (TVET COLLEGE LECTURER CAPACITATION)

Interested parties must complete their proposals covering the following:

Cover page: Title of the Project: TVET College Lecturer capacitation, name of the college....
Executive summary of the project: <ul style="list-style-type: none">• Concise overview of the project,• Project duration,• Requested grant amount
TVET College overview: <ul style="list-style-type: none">• Mission statement (briefly describe your organisations mission) and background of your organisation.• Specify College strategic areas (niche areas e.g. Agriculture, manufacturing sector, hospitality and tourism etc).
Project description: <ul style="list-style-type: none">• Objective,• Scope,• Activities,• Milestones of the project, (activities and milestones can be integrated in one document).• Indicate companies to be involved in the project (FoodBev SETA levy or non-levy paying companies). Companies must host minimum of two lecturers in any of their business units/departments.• Indicate College Department where lecturers will be coming from (E.G. Engineering studies, agriculture etc)
Problem statement: <ul style="list-style-type: none">• Clearly articulate the problem the project aims to address. Highlight capacity gaps existing on College lecturers and explain how this negatively impacts quality of training offered by the college.
Methodology: <ul style="list-style-type: none">• Detailed implementation plan and work breakdown structure,• Risk and mitigations,• Role players,• Measurable outcomes (e.g. infusion of latest industry trends on lesson plans and module hand outs given to learners as extra material.• Beneficiaries (indicate percentage breakdown of intended beneficiaries, broken down into demographic, gender, youth, women and people with disability)<ul style="list-style-type: none">○• Indicate project team leader

Budget

- Provide details of budget (costs for lecturer replacement, 4 public lectures to all students, travel, accommodation, S&T expense).

Conclusion

- Summarise the key points of the project
- Provide contact details for further enquiries