



USAID
FROM THE AMERICAN PEOPLE



Instructional Design for HAEC Online Course Transformation

TERMS OF REFERENCE

Hiring Organization: TANGO International
Location: Remote

Background & Context

The [Humanitarian Assistance Evidence Cycle \(HAEC\)](#), funded by USAID's Bureau for Humanitarian Assistance (BHA), seeks to enhance the effectiveness of food security and nutrition interventions in humanitarian contexts. A key component of HAEC's strategy is the transformation of evidence-based learning materials into accessible, engaging online formats for a wide range of stakeholders. This effort includes converting pre-existing curricula and storyboards for six modules into a comprehensive online course hosted on the Kaya platform.

Objectives and Scope

The instructional design consultant will collaborate closely with HAEC's technical leadership and Save the Children's Knowledge Management and Communications team to accomplish the following:

1. Transformation of pre-existing curriculum for HAEC's "**Introduction to Impact Evaluations in Humanitarian Contexts**" e-course that contains 6 modules:
 - a. Adapt and refine existing curriculum and storyboards into an online course format.
 - i. Read-only access to existing curriculum and storyboards are found [HERE](#), and outlined below:
 1. Module 1: Introduction to Impact Evaluation in Humanitarian Settings
 2. Module 2: Methods in Impact Evaluation: Experimental Designs
 3. Module 3: Methods in Impact Evaluation: Quasi-Experimental Designs (part 1).
 4. Module 4: Methods in Impact Evaluation: Quasi-Experimental Designs (part 2).
 5. Module 5: Planning for an Impact Evaluation (part 2)
 6. Module 6: Planning for an Impact Evaluation (part2)
 - b. Develop interactive elements and multimedia resources (e.g., videos, voice recordings, graphics, etc.) to enhance learner engagement and comprehension.
2. Module Development and Implementation:
 - a. Design and develop online modules, ensuring content is aligned with learning objectives and outcomes.
 - b. Integrate existing course curriculum assessments and knowledge checks to evaluate learner progress and understanding.
3. Platform Integration and Testing:
 - a. Lay out the course on HAEC's learning management system (LMS), Kaya, using Articulate 360, with guidance from the HAEC team.
 - b. Conduct thorough testing phases with selected users and refine course elements based on feedback.

Activities, Deliverables, and Estimated Level of Effort

Timeframe	Activity	Deliverable	Estimated LOE
May	Onboarding and review of existing materials	N/A	2 days
June	Plan and design the online course transformation	Online course design document	7 days
June	Development and platform integration	Course assets, draft course on Kaya	18 days
July	Beta-testing and final adjustments	Finalized and launched course on Kaya	3 days
Total:			28 days

Competencies

1. *Proven expertise in instructional design, particularly in transforming traditional curriculum into engaging online courses.*
2. *Proficiency using Articulate 360.*
3. *Ability to collaborate effectively with technical experts and a communications team.*
4. *Strong project management skills, with the ability to meet deadlines and manage multiple tasks simultaneously.*
5. *Keen eye for graphic and visual design*
6. *Background in humanitarian or development sectors preferred.*
7. *Experience using HAEC’s LMS, Kaya, preferred.*
8. *Experience with USAID-funded projects a plus.*

Proposal Requirements

Please submit complete proposals, including resume, instructional design portfolio, and budget to Anna Cloud (acloud@savechildren.org), Katie Pons (kpons@savechildren.org) and Lloyd Banwart (Lloyd@tangointernational.com) by April 30, 2024.

This document was made possible by the generous support of the American people through the United States Agency for International Development (USAID). The contents are the responsibility of the Humanitarian Assistance Evidence Cycle and do not necessarily reflect the views of USAID or the U.S. Government.