



CALL FOR AN EXTERNAL EXPERT EVALUATOR



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1. Project overview

Project reference

Project acronym: DIGNITY

Project name: Enhancing Domiciliary Palliative Care through European Vocational Education and Training Excellence

Project number: 101259619

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Website: <https://dignityproject.eu/>

Consortium:

IPBEJA	INSTITUTO POLITÉCNICO DE BEJA (PORTUGAL)
MAYO COLLEGE	MAYO COLLEGE OF FURTHER EDUCATION AND TRAINING (IRELAND)
HIVSET	INSTITUUT STE. ELISABETH (BELGIUM)
STMC	ŠIAULIAI TECHNOLOGY TRAINING CENTRE (LITHUANIA)
APCP	ASSOCIAÇÃO PORTUGUESA DE CUIDADOS PALIATIVOS (PORTUGAL)
INOVA+	INOVA+ INNOVATION SERVICES, SA (PORTUGAL)
CARDET	CENTRE FOR ADVANCEMENT OF RESEARCH AND DEVELOPMENT IN EDUCATIONAL TECHNOLOGY (CYPRUS)

Project summary

DIGNITY – Enhancing Domiciliary Palliative Care through European Vocational Education and Training Excellence is a strategic project addressing the growing demand for high-quality domiciliary palliative care and the need for a skilled, adaptable and mobile European care workforce. Europe’s ageing population and the increasing prevalence of chronic and life-limiting illnesses are placing additional pressure on healthcare systems, while many people prefer to receive end-of-life care in their own homes. At the same time, the sector faces shortages of appropriately trained professionals, fragmented training provision and differences in qualification standards and recognition across countries.

In response, DIGNITY will develop, test and support the recognition of a **Joint Transnational Vocational Education and Training Qualification in Domiciliary Palliative Care**. Building on existing healthcare and palliative-care programmes, the project will establish a shared European framework based on labour-market needs, occupational profiles and competence requirements. The qualification will combine clinical and practical care with communication, psychosocial support, ethical decision-making, patient autonomy, care management, digital literacy, emotional intelligence, spirituality, family support, bereavement care and professional self-care.

The project combines sectoral research, curriculum development, stakeholder co-design, validation, capacity building, mobility, pilot implementation, impact assessment and sustainability planning. It will begin by mapping existing occupational profiles, qualifications and training offers' in the participating countries and at European level. Desk research will be complemented by questionnaires, focus groups and consultations with healthcare professionals, trainers, informal carers, families and other relevant stakeholders. The findings will support the development of an occupational profile and provide the basis for a modular, learning-outcomes-based qualification, syllabus, assessment framework and set of learning materials.

The qualification will be developed collaboratively by VET and higher education providers, healthcare and palliative-care organisations and sector experts. Co-design and validation activities will help ensure that it is educationally sound, relevant to workplace realities and adaptable to different national systems. Its modular structure will allow institutions to deliver the complete qualification or integrate individual modules into existing training pathways. Blended methodologies, including online learning, case studies, simulations, practical activities and reflective practice, will make the training flexible and closely connected to real care environments.

DIGNITY will also incorporate a transnational mobility dimension. A Train-the-Trainers activity will prepare educators to deliver and assess the new provision, after which selected modules will be piloted with national and international learners through online learning, autonomous work and intensive face-to-face activities hosted by partner institutions. Learning outcomes achieved through mobility will be assessed and documented using micro-credentials and European recognition instruments. Participating education providers will also prepare and submit the qualification for recognition or accreditation within their national systems.

To operationalise this approach, DIGNITY pursues the following specific objectives:

- Promote the exchange of good practices and innovative approaches to domiciliary palliative care through transnational cooperation and mobility, supporting the transparency, portability and recognition of learning outcomes across Europe.

- Develop and implement a Joint Transnational VET Qualification in Domiciliary Palliative Care, creating a consistent, modular and competency-based framework that can be adapted to different educational and national contexts.
- Strengthen professional development opportunities for healthcare and care workers, equipping them with up-to-date clinical, psychosocial, interpersonal, ethical, organisational, emotional and digital competences.
- Enhance cooperation between education providers, healthcare and social-care organisations, professionals, policymakers and qualification authorities, ensuring that training responds to labour-market realities and changing patient and family needs.
- Contribute to European efforts to improve healthcare provision and address labour shortages by supporting a skilled, resilient and mobile domiciliary palliative-care workforce.
- Raise awareness of the importance of palliative care and trained domiciliary professionals, engaging policymakers, accreditation bodies, professional and patient organisations and the wider public.
- Ensure the quality, transferability and sustainability of the results through monitoring, external evaluation, impact assessment, accreditation activities and planning for wider adoption after the project ends.

These objectives target VET and higher education learners preparing for careers in healthcare, nursing, social care and community support; current and prospective care professionals requiring upskilling or reskilling; and teachers, trainers and training coordinators. Education providers will benefit from a jointly developed qualification, validated curriculum, learning materials, assessment methods and quality-assurance approaches.

Healthcare organisations, home-care providers, palliative-care services, hospitals and social-service organisations will benefit from training that is more closely aligned with workplace needs. Professional associations, patient organisations, informal carers and families will help ensure that the qualification reflects the realities of end-of-life care. Public authorities, policymakers and qualification bodies will be engaged in its recognition and potential mainstreaming. Patients receiving palliative care at home and their families are the project's main indirect beneficiaries, as improved professional competence should contribute to more compassionate, coordinated and person-centred care.

DIGNITY is implemented by a complementary transnational consortium coordinated by the Polytechnic Institute of Beja. It brings together **seven beneficiaries and four associated partners** from Portugal, Ireland, Belgium, Lithuania and Cyprus, including higher education institutions, VET providers, a palliative-care association, healthcare and social-care providers, and organisations specialising in educational innovation and European cooperation.

This combination of expertise enables the project to address domiciliary palliative care from different perspectives, including needs analysis, occupational profiling, curriculum design, practical care delivery, mobility, accreditation, quality assurance and sustainability. By

connecting education providers with frontline care organisations, professional bodies and innovation specialists, DIGNITY aims to establish a shared foundation for vocational excellence and support a European workforce capable of delivering skilled, compassionate and dignified end-of-life care.

2. Background and purpose of the external evaluation service

The external evaluation will be carried out from November 2026 (M9 of the project implementation) to August 2028 (M30, the last month of the project implementation), upon the subcontracting of the service. To ensure the execution of this service, an external evaluator will be subcontracted, whose identification, selection and management will be coordinated by INOVA+, the Quality Assurance leader, and IPBeja, the Project Coordinator.

The External Evaluator is expected to have expertise in project evaluation and in-depth knowledge of VET programmes and other key aspects relevant to the project, as well as experience in the creation and implementation of similar programmes. The evaluation will primarily focus on the quality, relevance, innovation and appropriateness of the key deliverables produced by the consortium, among other relevant issues, including project impact, overall progress and effectiveness, achievement of the project objectives and compliance with the established quality standards.

The findings of the external evaluation will be incorporated as a separate chapter of the Interim Monitoring, Evaluation and Quality Report (D1.1) and the Final Monitoring, Evaluation and Quality Report (D1.2). These deliverables will be prepared at M15, May 2027, and M30, August 2028, respectively. The external evaluator's contributions should therefore be provided by M14, April 2027, covering M1 to mid-term, and M29, July 2028, allowing sufficient time for their integration into the corresponding deliverables.

The purpose of this document is to outline the specifications and requirements for identify and subcontract an external expert to support the evaluation of the project's key results. This includes the scope of work, qualifications, deliverables and the selection process.

3. Offer description

Position: External Expert Evaluator

Language Requirement: English (C2 level)

Start Date: November 2026

End Date: August 2028

Working days: 30 working days + 2 travels to attend two project meetings with the partners (including meeting days and travel days)

Work Locations: Primarily remote, with attendance in at least two partners meetings (Lithuania, Ireland or Belgium)

Maximum value of the service: Maximum value of the service is 12.040€ including Value-Added Tax (VAT) calculated at 23% by Portuguese law, as follows:

Fees – 30 working days	8.537€
Travel allowance	1.252€
Total	<u>9.789€</u>

Expert Profile

The External Evaluator should be a qualified individual expert with **proven experience in the evaluation of international or EU-funded projects, preferably under the Erasmus+ programme**, and with a solid understanding of its objectives, priorities and implementation framework. The candidate should demonstrate specific expertise in Vocational Education and Training (VET), particularly in the development, implementation and evaluation of joint qualifications, competency-based curricula and transnational training programmes.

Candidates should have **strong knowledge of evaluation approaches** and be able to apply a combination of qualitative and quantitative methodologies, tools and data-collection techniques. This should include the capacity to assess the quality, relevance, innovation, appropriateness and impact of project activities, results and key deliverables in a rigorous and structured manner. Candidates should also be able to formulate practical recommendations for improvement, work independently, manage their tasks effectively and meet the agreed deadlines. **Proficiency in English, both written and spoken, is essential.**

A background in or familiarity with fields related to the project's theme – namely palliative care, domiciliary or home-based care, healthcare education, nursing, social care or other relevant health-related areas – **will be considered the preferred background**. Knowledge of European VET and qualification frameworks, including the EQF, ECVET, EQAVET, learning-outcomes-based approaches, micro-credentials and the recognition of learning outcomes, will be regarded as an asset. Experience in the creation or implementation of similar training programmes, stakeholder consultation and project or quality management will also be considered a plus.

NOTE: this call is only open to individual experts and not to companies or any other form of legal entity.

Responsibilities

The External Evaluator will be responsible for carrying out an independent evaluation of the DIGNITY project's major outcomes and project impacts, with particular attention to their quality, relevance, innovation, adequacy and sustainability. In particular, the External Evaluator will be expected to:

- Carry out all evaluation activities independently and objectively, while respecting the confidentiality, ethical and data-protection requirements applicable to the project.
- Define and apply a combination of evaluation methods and tools to collect the information required for the assessment. These may include, among other methods, document review, questionnaires addressed to project partners, participants and external stakeholders, interviews with Work Package leaders, participation in project meetings, and focus groups or short online meetings with relevant stakeholders.
- Review relevant project documents, implementation evidence, indicators and results to assess the progress achieved against the project objectives, expected outcomes, work plan and quality standards.
- Assess the quality, relevance, innovation and appropriateness of the key deliverables produced by the consortium. These are expected to include, according to their availability during each evaluation period: D2.1 Technical Profiles and Training Offers in the Sector: Trends and Needs; D2.2 Roadmap for the Development of the Occupational Profile; D3.1 Joint Qualification in Domiciliary Palliative Care; D3.2 Syllabus of the Joint Qualification in Domiciliary Palliative Care; D4.1 Report on Pilots of New Modules; D4.2 Impact Assessment Report; and D5.3 Sustainability and Exploitation Strategy.
- Examine the project's progress towards its expected impact, including the development of professional competences, the quality and transferability of the joint qualification, the recognition of learning outcomes, cooperation between education and healthcare organisations, and the potential contribution to addressing workforce and skills shortages in domiciliary palliative care.
- Participate in selected online and/or in-person project meetings (at least two in-person meetings in Lithuania, expected in January 2027; and either in Ireland, expected in October 2027; or Belgium, expected in August 2028), as agreed with INOVA+ and IPBeja, to gain insight into project progress, discuss preliminary findings and collect feedback from the consortium.
- Prepare short evaluation external reports with findings and recommendations to feed into the official project reporting to the European Union, foreseen at M15 and M30.
- Present and discuss the main evaluation findings with INOVA+, IPBeja and, where relevant, the wider consortium, ensuring that the recommendations are clear, evidence-based and practically applicable.

Access to documents and information

- The external evaluator will have access to project documents such as the proposal, Grant Agreement, management reports, internal evaluation and quality assurance reports and project deliverables.
- At any time, the external evaluator can request a clarification meeting with the INOVA+ team.

Compensation and benefits

- As a subcontractor within the EU-funded project, it is possible to propose and manage your own budget within the available project finances (see maximum cost acceptable with VAT included), giving you control over resources and expenditures.
- Flexible work arrangement with the autonomy to distribute your work schedule.
- Option to work remotely or access office space at the coordinating institution (or other relevant partner facilities if available).
- Engage with a diverse group of international partners and experts, enhancing your professional network.
- Contribute to a project aimed at advancing excellence in vocational education and training for domiciliary palliative care and dignified end-of-life care at home.

4. Application process

Documents needed

Interested candidates should submit:

- A cover letter outlining their suitability and motivation for the role (maximum 1 page)
- A detailed CV highlighting relevant experience (maximum 2 pages)
- A detailed Proposal for the External Evaluation Process, including the methodology, tools and data collection strategies to be used, as well as a timeline aligned with the evaluation periods: first report M1 to M15 and final report M1 to M30; this proposal should not exceed 8 pages, including any cover pages, graphical elements and references (which can be reviewed after selection and signature of the services contract). **Optional:** examples of previous evaluation work (if available) and references.
- Financial offer (signed) including:
 - a. fees: the number of working days, the daily rate and the total amount for fees
 - b. provision of costs to attend 2 project meetings (Lithuania, Ireland and/or Belgium)
 - c. VAT calculated at 23%
 - d. total cost
- The candidates are required to submit a signed declaration confirming the absence of any conflicts of interest with INOVA+ or any of the DIGNITY partner organisations or their stakeholders. The non-presentation of this declaration will exclude the candidate.

Definition of conflict of interest: A conflict of interest arises when an individual's personal, financial, or professional interests have the potential to interfere with their impartiality, objectivity, or ability to make unbiased decisions in the context of the evaluation process. A conflict may be actual, perceived, or potential, and it can compromise or appear to compromise the individual's or organisation's ability to act in the best interest of the project.

For this evaluation service, a conflict of interest includes but is not limited to the following situations:

- Personal interests: Involvement in relationships (family, business, or social) with any person working at any of the project partners' organisations or other stakeholders that may influence the evaluation process.
- Financial interests: Direct or indirect financial interests (such as shareholding, consultancy agreements, or other financial stakes) in any of the project partners, contractors, or entities related to the project.
- Professional interests: Prior or current professional affiliations with any of the project partner organisations, or stakeholders that could influence objectivity.
- Other interests: Any other personal, professional, or financial relationships or circumstances that might reasonably be perceived to affect the evaluator's impartiality.

NOTE: If a conflict arises during the evaluation, the evaluator must notify the project management immediately and withdraw from the evaluation process.

All documents must be prepared in English and sent in PDF format.

Submission deadline

Your proposal must be submitted by the 30th of September 2026, at 23:59h Central European Time. Applications should be sent to marcia.gouveia@inova.business, with all the above-mentioned required documents attached. Should you have any questions or require further information, please do not hesitate to contact us.

5. Selection procedure

Evaluation criteria

Proposals will be evaluated based on:

Criteria	% score
Relevant experience and qualifications Experience: The evaluator should demonstrate a strong track record in conducting evaluations, particularly in projects of similar scale, complexity and focus areas. Relevant experience in evaluating projects within the fields of Vocational Education and Training, healthcare education, palliative care, domiciliary or home-based care, nursing, social care, joint qualifications and competency-based curriculum development will be highly valued.	30%

Qualifications: The evaluator must have a solid academic or professional background, such as a degree in a relevant field, including evaluation, education, social sciences, healthcare, nursing, public health or another related area. Proven experience in assessment and evaluation methodologies, particularly in EU-funded projects, is essential. Knowledge of European VET and qualification frameworks, learning-outcomes-based approaches and quality-assurance processes will be considered an asset.	
Quality and feasibility of the proposed evaluation framework and methodology The proposed evaluation methodology should be well-structured, feasible and demonstrate how it will deliver actionable insights. It should consider the scope and scale of the DIGNITY project, including any challenges that may arise and how they will be addressed in the evaluation process. The methodology must include methods and tools for data collection and approaches for measuring success against predefined outcomes.	40%
Clarity and thoroughness of the proposal The proposal shall address all aspects of the evaluation, providing a detailed outline and calendar of how and when the evaluator will handle data collection, analysis and reporting. It should include an explanation of how the evaluator plans to engage stakeholders and ensure comprehensive feedback throughout the evaluation process.	20%
Financial offer The evaluator's proposed budget should reflect a cost-effective approach while ensuring the delivery of high-quality evaluation services. The financial offer must include a clear breakdown of costs, including but not limited to personnel, travel and any other expenses associated with the evaluation process.	10%

Selection timeline

Proposal submission deadline: 30th of September 2026, 23:59h (Central European Time).

If necessary, the evaluation panel members reserve the right to invite shortlisted candidates for an online interview of 30 minutes, taking place on any of the dates between the 12th and 16th of October 2026.

Final selection and contracting: 30th of October 2026.

6. Confidentiality

The selected external expert will be required to sign a confidentiality agreement to ensure that all project data and findings remain private, secure and protected from any unauthorised disclosure.

7. Contact information

For any questions regarding this proposal, please contact **Márcia Gouveia**, from INOVA+ at marcia.gouveia@inova.business.