



**Training Programme for the staff of  
the Industrial Training Fund of Nigeria  
on  
Industrial Skills Gaps Study**

**Project ID: 140012**

**13-16 October, 2015  
Abuja**

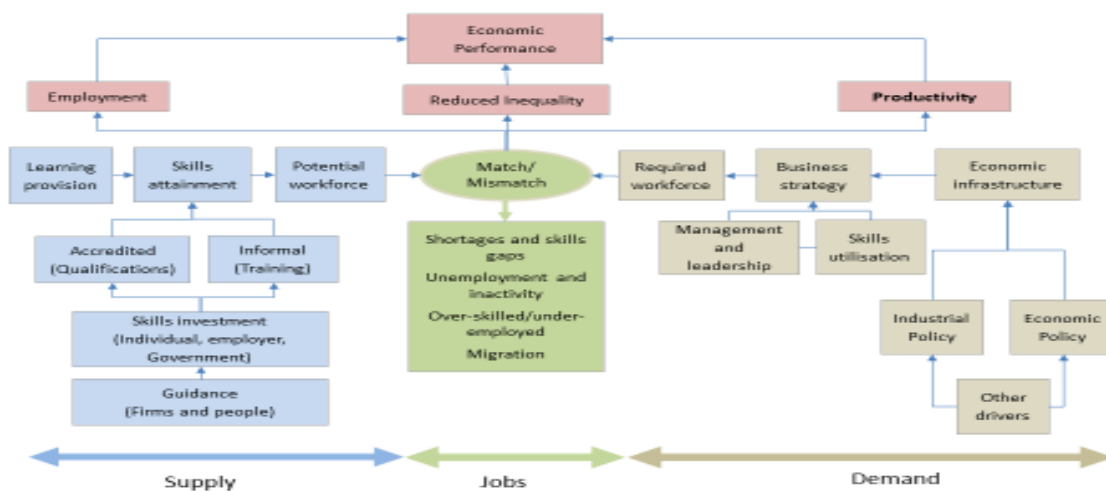
## Background

The Industrial Training Fund of Nigeria (ITF) was established by Decree No. 47 of 8<sup>th</sup> October, 1971, now an Act of the National Assembly amended and approved by the President in 2011. It is a grade 'A' Parastatal Organisation operating under the aegis of the Federal Ministry of Industry, Trade and Investment with the mandate "to provide, promote and encourage the acquisition of skills in Commerce and Industry, with a view to generating a pool of indigenous trained manpower sufficient to meet the needs of the private and public Nigerian economy". The ITF currently has a network of 33 Area Offices and 5 Industrial Skills Training Centres, and has recently announced that it is setting up "Youth Lounges" in 33 of its Area Offices across the nation: these "Youth Lounges" will give careers guidance to the youths visiting these training centres.

ITF and UNIDO are jointly implementing the Project "**National Industrial Skills Gaps Study-ID 140012**". The ITF-UNIDO work under this project is about the provision of an evidence base on skills demand, supply and gaps in the country and the formulation, in consultation with relevant stakeholders, policy recommendations and action plans to alleviate the skills gaps to ensure inclusive and sustainable industrial development (ISID).

A **National Skills Gaps Study** must contain an assessment of the state-of-play on both the **supply of skills** (e.g. quality of skills available through investments in skills development by individuals, employers and Government) and the **demand for skills** (e.g. skills required by employers based on their business strategies that emerge within the boundaries of economic circumstances in the country at any one time).

**Skills gaps** emerge when there's a **mismatch** between the skills that the potential workforce has (supply) and the skills required of the workforce by employers (demand), as also shown in the schematic below.



The objective of the training programme is to build capacity of ITF staff, including at middle management levels, with a view to enabling ITF to replicate the Skills Gap Study in the future.

The training programme will consist of four parts:

1. Characterizing the Skills Demand—the Employers Skills Survey
2. Understanding the state of Skills Supply
3. Matching labour supply and demand
4. Special statistics session on working with Employers Skills Survey data

## Part 1: Employers Skills Survey

In order to identify the requirements and expectations of enterprises, the ITF-UNIDO project commissioned the National Bureau of Statistics (NBS) to conduct an Employer Skills Survey, with the aim of identifying key characteristics of **skills demand**, with emphasis placed on 6 priority sectors that were identified by the Honourable Minister for Federal Ministry for Industry, Trade and Investment.

Main topics to be covered:

- Introduction: Nilguen Tas
- Survey design: Willem van den Aniel
- Sampling, data collection, data cleaning and editing: Willem van den Aniel and Adegbie Ademola (NBS)
- The statistical report: Matthias Templ
- Key findings and preliminary analyses: Nilguen Tas
- The UK's Employment Skills Survey: Simon Armstrong

## Part 2: Understanding the state of Skills Supply

Both the Nigeria Industrial Policy (NIP 2013) and the Nigeria Industrial Revolution Plan (NIRP 2014) identify **skills** among the primary enablers for inclusive and sustainable industrial development. It is therefore essential to understand both qualitative and quantitative characteristics of the skills supply in the country.

Main topics to be covered: Simon Armstrong

- Labour and skills needs of the NIRP
- Labour and skills supply: a quantitative assessment
- Labour and skills supply: a qualitative assessment

## Part 3: Matching labor supply and demand

Nigeria's people (and especially, young people) should have the opportunity to access the right advice, support and opportunities to acquire the skills and attributes they need both to contribute to and benefit from future economic success and Nigeria's employers can source the skilled workforce that they need to achieve international competitiveness in a global market.

Main topics to be covered: Simon Armstrong

- Labour market information and planning
- Careers guidance
- Technical and vocational education and training: qualifications framework

- Apprenticeships
- Some thoughts about ITF's future role

## Part 4: Statistics session on working with Employers Skills Survey data

In this Part, free and open source software for statistical analysis is introduced using the Employers Skills Survey data. These sessions are best suited for ITF staff with experience and educational qualifications in statistics, mathematics, and/or econometrics, although other ITF staff are also welcome to attend. Participants must bring their web-enabled laptops.

### Main topics to be covered: Matthias Tempel

- Free and open-source software environment R - overview, why to use R, what are the strengths of R, learning curve;
- Basic R - working with R, editors, data types, data import, connection to Excel, data export. Examples using the Employers Skills Survey;
- Basic features to create tables with application to the Employers Skills Survey
- Examples of advanced features with application to the Employers Skills Survey
- Examples for graphical representation with application of the Employers Skills Survey
- Reproducibility, reports, data storage, versioning, scripting

## Training location and duration

Training will be delivered in Abuja, Nigeria – on 13-16 October 2015 - on four consecutive days. Training will take place at Peniel Apartments, Abuja, located at Plot 171, Adetokunbo Ademola Crescent, Wuse II.

Training is financed by the ITF-UNIDO Project No. 140012.

## Participants

About 35 participants from ITF Headquarters in Jos, and from some offices around the country will attend the workshop. The opening session will also be attended by the UNIDO Regional Office staff. The trainers are from UNIDO and NBS.

## Outline timetable

Date	Time	Subject	Speaker	Comments
<b>13 Oct 2015</b>	09:00-09:30	<b>Registration of participants</b>		
		<b>Opening Session</b>		
	09:30-09:45	Opening remarks-ITF	ITF DG	
	09:45-10:00	Opening remarks-UNIDO	UNIDO Regional Director and Representative	
		<b>Part 1: Employers Skills Survey</b>		
	10:00-10:40	Introduction	Nilguen Tas, Project Manager	
	<i>10:40-11:00</i>	<i>Tea break</i>	<i>All participants</i>	
	11:00-11:30	Survey design, including Q&A	Willem van den Aniel	
	11:30-12:30	Sampling, data collection, data cleaning and editing, including Q&A	Willem van den Aniel, UNIDO Statistician and Adegbie Ademola, NBS	
	<i>12:30-13:30</i>	<i>Lunch break</i>	<i>All participants</i>	
	13:30-14:30	Statistical Report, including overview of R and Q&A	Matthias Templ	
	14:30-15:00	Key findings and preliminary analyses	Nilguen Tas	
	<i>15:00-15:30</i>	<i>Tea break</i>	<i>All participants</i>	
	15:30-16:15	UK's Employment Skills Survey, including Q&A	Simon Armstrong	

	16:15-17:00	Remaining Q&A for the day and summary	ITF-UNIDO Project Team	
<b>14 Oct 2015</b>		<b>Part 2: Understanding the state of Skills Supply</b>		
	09:30-10:15	Labor and skills needs of NIRP, quantitative and qualitative assessment of labor and skills supply	Simon Armstrong	
	10:15-11:00	<i>Tea break</i>	<i>All participants</i>	
	11:00-12:00	Q&A	All participants	
	12:00-12:30	Creation of 5 break-out groups for the afternoon	All participants	
	12:30-13:30	<i>Lunch break</i>	<i>All participants</i>	
		<b>Part 3: Matching labor supply and demand</b>		
	13:30-14:15	Labor market information and planning; careers guidance, technical and vocational education and training: qualifications framework; apprenticeships; thoughts on future role of ITF	Simon Armstrong	
	14:15-16:00	Break-out groups on: 1. Careers guidance: how can we persuade more young people to go for a vocational rather than an academic career? 2. Labor market information and planning: how can ITF area offices improve their availability of LMI? 3. Apprenticeships: how could the ITF apprenticeship system be improved? 4. Sector skills councils: how can an effective	<i>All participants (split into 5 groups)</i>	

		system be set up in Nigeria? 5. Qualification framework: how can the Nigerian NVQF system be made effective?		
	16:00-17:15	Feedback from break-out groups and discussion	Break-out group reporters	
	17:15-17:30	Summary of the day	ITF-UNIDO Project Team	
<b>15 Oct 2015</b>		<b>Part 4. Statistics session on working with the Employers Skill Survey data</b>		
	09:30-10:15	Free and open-source software environment R - overview, why to use R, what are the strengths of R, learning curve	Matthias Templ	
	10:15-10:45	Basic R - working with R, editors, data types, data import, connection to Excel, data export.	Matthias Templ	
	10:45-11:00	<i>Tea break</i>	<i>All participants</i>	
	11:00-12:30	Practical exercises with examples using the Employers Skills Survey data	All participants	
	12:30-13:30	<i>Lunch break</i>	<i>All participants</i>	
	13:30-14:00	Basic features to create tables	Matthias Templ	
	14:00-15:00	Practical exercises for creating tables using the Employers Skills Survey data	All participants	
	15:00-15:30	<i>Tea break</i>	<i>All participants</i>	
	15:30-17:15	Practical exercises for creating tables using the Employers Skills Survey data	All participants	
	17:15-17:30	Summary of the day	ITF-UNIDO Project Team	

<b>16 Oct 2015</b>	09:30-10:00	Advanced features of R	Matthias Templ	
	10:00-11:00	Examples of advanced features of R using Employers Skills Survey data	Matthias Templ	
	11:00-11:15	<i>Tea break</i>	<i>All participants</i>	
	11:15-11:45	Graphical representations with R	Matthias Templ	
	11:45-12:30	Examples of graphical representation using Employers Skills Survey data	Matthias Templ	
	12:30-13:30	<i>Lunch break</i>	<i>All participants</i>	
	13:30-14:00	Reproducibility, reports, data storage, versioning, scripting	Matthias Templ	
	14:00-14:30	Q&A on the statistics sessions	All participants	
	14:30-15:30	Summary and evaluation of training programme	ITF-UNIDO Project Team	