



Call for CVs: Short Term Consultancies – Several Positions

ADB Loan No. 2371 – SRI to Sri Lanka:

Education for Knowledge Society Project, Consulting Services for CEIEE, NETS and CELD

Call for CVs

ADB Loan No. 2371 – SRI: Education for Knowledge Society Project – Package 2, Consulting Services for the Ministry of Education (MOE) Centre for Excellence in English Education (CEIEE), the National Evaluation and Testing Services Department of Examinations (NETS) and the Centre for Education Leadership Development of the National Institute of Education (CELD), Sri Lanka

The Association of Canadian Community Colleges (ACCC) is leading a consortium preparing a proposal for the above-mentioned project to be submitted to the Ministry of Education of the Democratic Socialist Republic of Sri Lanka. ACCC is currently recruiting, from within the member colleges and institutes, qualified candidates who are interested in becoming involved in project.

ACCC is searching for the eight (8) individuals to fill-in the following international consulting positions:

1. ICT Specialist (6 person-months [PM])
2. English Language Education Specialist (6 PM)
3. Mathematics Education Specialist (4 PM)
4. Science (Environmental) Education Specialist (4 PM)
5. Performance Standards Specialist (5 PM)
6. Education Management Specialist (6 PM)
7. Education Leadership Specialist (6 PM)
8. Career Guidance Specialist (3 PM)

The ADB is expecting the successful bidder to be mobilized beginning July 20, 2010.

Preference will be given to those specialists with working experience in Sri Lanka or other countries with similar cultural context or in a like developing country, and with proven expertise and relevant experience in similar assignments in their respective fields of expertise. International consultants assigned to various tasks must have strong communication and interpersonal skills, as well as a related educational background. English will be the reporting language.

All interested candidates, please forward your Curriculum Vitae highlighting related experience, and indicating clearly which position you are interested in, on or before Monday, 8 March 2010, to:

ELSA SUMIDO
Development Officer
International Partnerships
Association of Canadian Community Colleges (ACCC)
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Please note that only successful candidates will be contacted.



BACKGROUND INFORMATION AND TERMS OF REFERENCE:

Project Description

The Government of Sri Lanka Education Sector Development Framework and Program (ESDFP, 2006 - 2010) provides a policy framework and guide for development assistance in general education and it appropriately addresses the key issues in general education. The Education for Knowledge Society Project (EKSP) is integrated into the ESDFP and supports the implementation of the Government of Sri Lanka's strategies in specific areas of education. EKSP builds upon the past project outcomes and complements the ongoing projects in secondary and tertiary education sectors. It also incorporates support in key policy reform areas, such as innovations for private-public partnerships, capacity development in education leadership and management, and a mechanism for inter-agency policy dialogue amongst general education, tertiary education, TVET and the private sector.

This project, consulting services for the CEIEE, NETS and CELD, forms part of the EKSP's Components no. 2 and 4, which focuses on the enhancement of the quality and relevance of education in Sri Lanka, and on the improvement of policy, governance and service delivery, respectively.

Impact and Outcome

The impact of the EKSP will be increased relevance of secondary and tertiary education to labor market requirements, leading to increased employability of educated youth. Its outcome will be improved quality, relevance, effectiveness and equity of access to secondary and tertiary education.

Outputs and Timeframe

The specific outputs for this project are: enhanced quality and relevance of education; and improved policy, governance and service delivery. This project will involve technical assistance to upgrade; 1) the Centre for Excellence in English Education (CEIEE) to help improve the quality of English teaching; 2) the National Evaluation and Testing Services Department of Examinations (NETS) to improve on its performance standards systems; and, the Centre for Education Leadership Development of the National Institute of Education (CELDE) to help improvement institutional capacities.

The deployment of consultants is expected to commence July 2010.



TERMS OF REFERENCE (TOR) and DESIRED QUALIFICATIONS AND EXPERIENCE for THE VARIOUS POSITIONS/FUNCTIONS

1. ICT Specialist (6 person-months [PM])

The International ICT Specialist should have a minimum of a Masters Degree in Computer Networking and five years experience in the management of network operations. International Experience in Sri Lanka or in the region is a definite asset.

The International ICT Specialist will have the following tasks and responsibilities:

- (i) Preparation of a master plan for SchoolNet from 2010-2015.
- (ii) Assist the National Operations Centre (NOC) in the improvement, utilization, development and usage of SchoolNet in the education system
- (iii) Assess the present status of SchoolNet in its usage by the school community and provide its strengths and weaknesses for future reference
- (iv) Propose strategies for Self-Sustenance of SchoolNet.
- (v) Propose strategies to increase the rate of adoption of various SchoolNet services, such as Web Hosting and Email, by the institutions connected to SchoolNet and guide the Provincial Project Managers, Provincial IT Coordinators and the ICT Facilitators to promote the adoption of these services in the provinces.
- (vi) Provide assistance to the managers of the e-Villages to implement their activities with efficiency and extend their services to the community.
- (vii) Propose strategies for collaborative work among schools and also with overseas schools.
- (viii) Propose strategies to get key government ministries and other institutions to make use of SchoolNet for dissemination of information.
- (ix) Propose and implement strategies for SchoolNet to link up with similar international education networks.

2. English Language Specialist (6 PM)

The International English Language Specialist should have a minimum of a Ph.D in English Education and five years experience in English Teacher Education. International Experience in Sri Lanka or in the region is a definite asset.

The International English Language Specialist will have the following tasks and responsibilities:

- (i) In cooperation with the faculty of CEIEE the specialist will review current teaching methods, curriculum, standards and assessment practices for English Language instruction at CEIEE.
- (ii) In association with the staff of CEIEE review and upgrade the course content and the



method of delivery as a staff development exercise.

- (iii) Prepare curricular teaching learning material and plans for implementation for the courses conducted by the institution.
- (iv) Establish a liaising mechanism for the institution with NIE and the schools for the implementation of teaching practice for teacher development courses.
- (v) Prepare improved evaluation procedures for the courses conducted by the institution for participants to be evaluated for each course.
- (vi) Conduct mini workshops for providing specialization in English Teacher Education to the academic staff of the institution in keeping with modern international trends.
- (vii) Explore possibilities of conducting different types of research in the institution and with the assistance of the academic staff initiate research projects to establish a research culture in the institution.

3. Mathematics Education Specialist (4PM)

The International Mathematics Education Specialist should have a Ph.D in Mathematics Education and five years experience in Teacher Education and curriculum development in school education. International Experience in Sri Lanka or in the region is a definite asset.

The International Mathematics Education Specialist will have the following tasks and responsibilities:

- (i) In consultation with the Director, Science and Mathematics of the Ministry of Education assess the implementation of the subject Mathematics in the Secondary Grades and identify the intervention areas for the development of Mathematics teaching and learning in schools.
- (ii) Propose strategies for the areas identified to be developed for the improvement of mathematics education in the country.
- (iii) Propose an action plan for the development of the subject for the identified areas that could be implemented partly by the National Consultant and continue by the Mathematics Unit of the MOE.
- (iv) Prepare documents explaining the methods that will have to be adopted in the system to overcome the deficiencies that exists in the teaching of the subject in the schools.
- (v) Propose strategies for a Zonal Facilitation programme for the officers in Zones to provide school based mathematics teacher development.
- (vi) Train the identified Mathematics Zonal Facilitators using prepared instruction guides and appropriate observation schedules.
- (vii) Prepare material for Mathematics that could be printed and could be of use for the development of teaching of Mathematics.
- (viii) Propose mechanism(s) to monitor application of improved teaching and learning.



4. Science (Environmental) Education Specialist (4 PM)

The International Science Education Specialist should have a Ph.D in Science or Environmental Education and five years experience in Teacher Education. International Experience in Sri Lanka or in the region is a definite asset.

The International Science (Environmental) Education Specialist will have the following tasks and responsibilities:

- (i) Assess the activities conducted in the 36 On-site Environmental Education Centres of the country.
- (ii) Propose strategies in the maximum utilization of the Centres for the development of teaching learning in the schools.
- (iii) In association with the Ministry, Provincial and Zonal Science Officers and with relevant NIE staff list possible environmental activities that could be done for secondary schools in the centres in relation to the syllabuses provided and prepare teacher instruction guides.
- (iv) Propose methodologies in the improvement of the centres as well as the locality of the centres for them to be more conducive for environmental education activities.
- (v) Propose activities that could be done in schools for school based assessment using the environment which are relevant for the secondary grades syllabuses.
- (vi) Prepare leaflets/worksheets for different ecologically useful environmental education sites.
- (vii) Prepare user instruction guides based on each centre for the staff using the environmental centres for education development activities at least for several centres showing different ecological phenomena.
- (viii) Conduct several training sessions for the staff of Onsite Environmental Centres and teachers and students.

5. Performance Standard Specialist (5 PM)

The International Performance Standard Specialist should have a Ph.D in Education or assessment and should have teaching and assessment experience in secondary school system. Such experience in Sri Lanka or in the region is a definite asset.

The International Performance Standard Specialist will have the following tasks and responsibilities:

- (i) In cooperation with curriculum development staff at NIE, research and subject specialists of development unit of National Evaluation and Testing



Services(NETS) establish competency based standards for Mathematics, Science, languages and practical subjects in Grades 6-13.

- (ii) Prepare in observable and measurable terms that could be readily applied by the teacher criteria for assessing learner performance compared to standards.
- (iii) Provide a review of similar standards in other countries through web search and internet communication.
- (iv) The means of assessing learner mastery of competencies through school based formative assessment and summative Ordinary Level and Advanced Level Examinations.
- (v) Conduct workshops for Master Trainers, Zonal Facilitators and Deputy Principals and teachers to prepare for school based assessment considering performance standards and learner performance and provide guidance on how these aspects could be observed and assessed.
- (vi) Prepare a hierarchical mechanism of record keeping and information flow from teacher, school, Zone and the NETS.
- (vii) Propose mechanism(s) to apply and monitor at the school level.

6. Education Management Specialist (6 PM)

The International Education Management Specialist should have a Ph.D or equivalent qualifications in education management and 10 years experience in education management or teaching the subject. International experience in Sri Lanka or the region is a definite asset.

The International Education Management Specialist will have the following tasks and responsibilities:

- (i) Working in cooperation with the consultants of Education Leadership, Head of CELD and staff of the centre review existing education administration and management training programmes for school principals and provincial education officers.
- (ii) Conduct a needs assessment using a combination of survey instruments and focus group interviews with national, provincial, zonal and school administrators.
- (iii) Prepare curriculum outlines of the most important elements needed to improve management of education at the provincial Zonal and school levels for the different types of courses offered at CELD.
- (iv) Write education management guides to be used for the improvement of the courses that could provide best practices in schools, Zones and the Provinces.



- (v) Conduct workshops for representative groups from schools, Zones and Provinces to validate and pilot test the content of the programmes to update the prepared guides.
- (vi) Prepare a five year implementation plan to be implemented by CELD.
- (vii) Prepare a mechanism to apply and monitor proposed improvements.
- (viii) Ensure linkages among for areas (school based management, competency standards, professional development and monitoring application).

S/He may also function as the International Team Leader for the consulting team.

7. Education Leadership Specialist (6 PM)

The International Education Leadership Specialist should have a Ph.D or equivalent qualifications in education management and 10 years experience in education management or teaching the subject. International experience in Sri Lanka or the region is a definite asset.

The International Education Leadership Specialist will have the following tasks and responsibilities:

- (i) Working in cooperation with the consultants of Education Management, Head of CELD and staff of the centre review existing education administration and leadership training programmes for school principals and provincial education officers.
- (ii) Conduct a needs assessment using a combination of survey instruments and focus group interviews with national, provincial, zonal and school administrators.
- (iii) Prepare curriculum outlines featuring the key elements identified through the needs assessment and best practices of educational leadership needed to improve management of education through leadership development at the provincial Zonal and school levels for the different types of courses offered at CELD.
- (iv) Prepare a concept paper describing the need to select one or more partner institutions to provide an international standard education leadership program through a multi-mode combination of residential and distance education program delivery methods.
- (v) Write education leadership methodology guides to be used for the improvement of the courses that could provide best practices in schools, Zones and the Provinces.
- (vi) Conduct workshops for representative groups from schools, Zones and Provinces to validate and pilot test the content of the programmes to update the prepared guides.
- (vii) Ensure linkages among for areas (school based management, competency standards, professional development and monitoring application).



8. Career Guidance Specialist (3 PM)

The International Career Guidance Specialist will have a Ph.D or equivalent professional qualification in education psychology, vocational counseling and career guidance and five(5) years experience in an education or counseling environment. International experience in Sri Lanka or the region is a definite asset.

The International Career Guidance Specialist will have the following tasks and responsibilities:

- (i) Working under the direction of the Project management Office and in cooperation with the Career Guidance Unit of the MOE the international and domestic Career Guidance Specialists will plan and implement a strategy to develop a network of trainers assigned to a Teacher Centre in each of the Zones.
- (ii) Develop an inter ministerial coordination mechanism involving Ministry of Education (MOE), Ministry of Higher Education(MHE), Ministry of Technical and Vocational Training(MTVT), Tertiary and Vocational Education Commission(TVEC) and the National Education Commission(NEC) to ensure coordination of Career Guidance efforts and investment .
- (iii) Establish and facilitate the work of an advisory committee comprised of representatives from the Federation of Chamber of Commerce and Industry, private sector and key ministries involved in education, training and employment.
- (iv) Establish an education – industry partnership that will encourage dialog between school representatives such as Career Guidance teacher, school Principal and selected teachers and representatives of the industries and businesses in the community.
- (v) Prepare a plan to increase the effectiveness of existing teaching personnel assigned to career guidance duties with training, information and support to carry out the assigned tasks.
- (vi) Design a training of trainers program to prepare staff of the teacher training institutions and teacher centres in career guidance, group facilitation and community animation techniques.
- (vii) Prepare a comprehensive training manual and workshop training program to teachers responsible for career guidance in their schools.
- (viii) Identify sources of information that will inform the Career Guidance Unit of MOE of labour market trends, employment opportunities available and the education and training programmes available to prepare for various careers.
- (ix) Oversee the design and maintenance of a web site that provides links to a wide range of information from the labour market demand side agencies and the education and training provider institutions.
- (x) Oversee and design, production and delivery of career information materials for distribution to the Teacher Centres and to schools.