

General Education Modernization (GEM) Project (2019-2024)
Ministry of Education (MoE)

Subject: Terms of Reference (ToR) of the Consultant to coordinate activities of the enhanced programme for school improvement (EPSI) and to provide implementation support for GEM Project activities in three assigned provinces

1.0 Introduction and background

The GEM Project will be in operation from 2018/19 to 2024 with financial assistance (US\$ 100.00 million) from the World Bank. The project development objective is to enhance the quality and strengthen stewardship of the general education system. The project is expected to expand and improve the performance of the general education sector through achievement of the following key outcomes.

- English language learning outcomes improved.
- Mathematics learning outcomes improved.
- School-based management strengthened.
- Percentage/number of professionally qualified teachers increased.
- Human resource development of staff of the education sector.

Enhanced Programme for School Improvement (EPSI): GEM Project will support the strengthening of school-based development activities and their management through the EPSI (indicative cost US\$ 20 million). The EPSI will be held in schools with a regular school-based management (SBM) cycle of planning, implementation, school self-reviews, reporting of results, and further fine-tuning and updating the school plans. Most of the school-level activities, including the SBPTD programmes will be supported through the EPSI. Under the EPSI, there will be a greater budgetary provision for schools through school-based learning enhancement grants (SBLEGs). The SBLEG will be given to schools based on a formula which aims to give more support to disadvantaged schools. The SBLEG can be used by schools for activities that promote learning outcomes and socio-emotional skills of students and for teacher development under the SBPTD programmes. Schools will be given more authority to manage funds with wider spending thresholds. There will also be a better accountability to local school communities through self-evaluation reports. These reports will describe the degree of attainment of the performance in school's targets against the school improvement plan for that year. The self-evaluation reports will also provide the basis for the external reviews from the quality assurance system. The reports would be made available to the public, including parents and students. The information provided in the self-evaluation report is also expected to improve school-level planning and implementation. The EPSI model will have a special focus on achieving the following results:

- a. facilitating the participation of key stakeholders from the local communities, such as parents, past-pupils and local well-wishers, in priority school development activities, especially through school management committees (SMCs) and/or school development

committees (SDCs) engaging in activities to improve learning outcomes and/or socio-emotional skills of students; and

- b. Using SBLEGs to empower and enable schools to make decisions and implement, monitor innovative activities to improve teaching and learning, with a key focus on improving learning outcomes and socio-emotional skills of students.

Socio-emotional skills could be promoted by either curriculum-based activities or extra- or co-curricular activities or any combination or all of the above. The SBLEGs will also be used as an incentive for better school performance, the schools which show good progress on key outcomes over-time would be rewarded with greater resources. SDCs with wider school communities will develop budget estimates, formulate school improvement plans, and make arrangements for implementation of school decisions. SDCs will also undertake annual reviews of school performance and report to the wider stakeholders and the Zonal Director of Education. SMCs will have teams which focus specially on implementation of SBPTD, ELLE, the promotion of good citizenship education, and the promotion of socio-emotional skills of students.

GEM Project implementation: The project will be implemented by the MoE in collaboration with national and provincial level education authorities. The Additional Secretary, Policy, Planning and Performance Review Division (PPRD) will assist the Secretary, MoE in overall implementation and monitoring of the project through a special technical support team established in the MoE. The consultant will be recruited as a member of the special technical support team and will assist operations and supervision of the programme of the GEM Project. The consultant will collaborate with staff of the MoE linked to the relevant field.

2.0 Purpose of the consultancy

The purpose of the consultancy is to: (a) assist the MoE implement the EPSI programme at the national and provincial levels; and (b) provide direct support for the implementation of the overall GEM Project in three provinces.

3.0 At least ten years of relevant professional experience in the field of education.

- Demonstrated ability of analytical and report writing skills.
- Experience in monitoring and evaluations of projects and programmes (especially on results-based monitoring and evaluation).
- Excellent written and verbal communication skills.
- Ability and willingness to travel to provinces.

Note: The selected consultant should submit his/her curriculum vitae to the Secretary, MoE before entering into the agreement.

4.0 Task, duties and deliverables

- The main duties and responsibilities of the consultant will be to monitor the progress of the GEM in the three provinces assigned and help the provinces to implement the GEM efficiently and achieve the key performance indicators.
- Provide technical support for the EPSI activities of the GEM to the staff of the MoE and the provinces and zones.
- Organize activities such as workshops and conferences, where necessary or relevant, to strengthen the implementation of the EPSI projects and enable schools to present findings and disseminate results.
- Identify areas where the overall policy environment for the achievement of the EPSI objectives can be further strengthened and, in consultation with the MoE and World Bank, collaborate with relevant GoSL agencies to develop the enabling environment for English language learning.
- Participate in regular discussions and monitoring meetings with the World Bank. Send and process the requests for no objection with the World Bank for the EPSI activities.
- Provide progress updates every quarter to the MoE PPRD and the World Bank.
- Provide progress reports and participate in the activities of the GEM for the bi-annual World Bank supervision and implementation support missions.

The Secretary, MoE has the power and authority to terminate the consultancy based on poor performance with prior notification.

5.0 Method of selection

The consultant will be selected according to the process for individual consultant selection, based on the qualifications and experience and suitability for the work. The selected consultant will be required to sign a contract agreement with the MoE.

6.0 Duration and termination of the consultancy

The period of assignment is for one year initially. Based on performance the consultancy renewable annually or as otherwise determined in discussion with the World Bank, for the duration of the project.

The Secretary, MoE has the power and authority to terminate the consultancy based on poor performance with prior notification.

7.0 Facilities to be provided

The work station is the PPRD, MoE. Regular visits to national level institutes, provincial level education institutes and schools will be necessary to monitor and evaluate the programme. The MoE will provide transport for the described field visits to provinces and education institutions.

Office equipment, including suitable computing equipment, printing, scanning and photo copying facilities will be provided.

The consultant’s overall work will be coordinated by the Additional Secretary, PPRD of the MoE. Further, the consultant needs to work closely with the Addl. Secretary, Education Quality Development (EQD) and the Director and staff of the School Activities Branch, MoE.

8.0 Payment:

Total monthly assignment fee	=	SLRs. 120,000.00
Total fee for a year	=	SLRs. 1,440,000.00

Payments will be done monthly based on the agreed deliverables in the contract agreement. There will be no additional allowances.