

TERMS OF REFERENCE

Contract:	CS-Ind-4		
Project:	Kyrgyz Republic: School Education Reform Sector Development Project (Loan No.4217 – KGZ (COL)/Grant No.0851 – KGZ) (SERSDP).		
Expertise:	Specialist on school management and infrastructure (PIU)		
Source:	National	Category:	Independent Individual Consultant

Brief information

The Ministry of Education and Science (MOES) of the Kyrgyz Republic is implementing the School Education Reform Sector Development Project, financed by the Asian Development Bank (ADB). The project aims to improve the school education system's ability to prepare graduates with subject knowledge and competencies. It supports implementing the National Education Development Program in the Kyrgyz Republic for 2021–2040.

Scope of Work

National education reforms aim to create a new type of school (schools of the future, innovative schools, smart schools), which in the Education Strategic Development Plan 2020-30 are also called "schools of the new generation." Schools are expected to transform radically, granting them greater academic and budgetary management autonomy, strengthening governance structures and accountability, more active parental and community involvement, and improved career advancement opportunities for the most dedicated teachers and school leaders.

The "school of the new generation" will not only serve as a model of an effective learning environment for children but will also strive to set an example of best practices for other schools. It will leverage its experience in other schools by providing opportunities for selecting trainers to develop potential (thus continuing to ensure career growth for the best practicing teachers) and offering support to teachers from other schools through mentoring, trainer training, and shared use of facilities and resources with networked schools. The project will promote social integration and provide opportunities for various groups to learn from each other. The school will have a positive reputation as a multinational institution with a multilingual approach, where:

- Classrooms are equipped for the teaching of mathematics, natural sciences, and computer science, serving as a foundation for the application of an interdisciplinary approach;
- Cluster schools have been established for the professional development of teachers and the support of networks of neighboring schools;
- Amendments to regulatory acts will allow (a) to expand the opportunities for improving the curriculum and the educational-methodological autonomy of schools to adapt the curriculum and teaching methods to the goals of the national educational program; (b) to provide additional funding for teacher professional development on a cluster basis; to support the operation and maintenance of natural science laboratories and equipment based on a revised formula for normative (per capita) funding; to introduce minimum standards for improving educational outcomes in schools;
- High-quality educational materials with digital support and computer equipment with power sources and constant internet connectivity are available throughout the school;
- Students' digital skills and teachers' IT competencies are being developed;
- Innovations in online learning are being implemented, such as the use of digital educational content through multimedia and electronic technologies;

- Pilot programs for distance learning for teachers using videoconferencing and other platforms have been introduced;
- A 10-year action plan for school development has been developed and is being implemented;
- A school board of trustees actively represents the school community, including the principal, teachers, and students.

Thus, the "New Generation School" will have a special status, which will be primarily manifested in greater freedom in implementing its educational goals and objectives, autonomy in the selection of training programs, and independence in the continuous professional development of teachers, staff, and school leadership. The "New Generation School" will become an experimental platform for teaching, assessment, and school management innovations.

A school and infrastructure management specialist will be hired for:

- Ensuring the effective functioning of the school as an innovative educational institution;
- Creating conditions for implementing modern educational technologies and methodologies in the target schools of the project.

Tasks and responsibilities

- In a team with international consultant in developing new management models for schools/networks of advanced/innovative schools, which allow for the most flexible and adaptive leadership of educational institutions.
- Preparing recommendations regarding new school financing mechanisms that provide financial autonomy.
- In collaboration with the PIU policy coordinator, preparing recommendations for the Ministry of Education and Science of the Kyrgyz Republic (MOES KR) regarding changes in the regulatory framework for implementing the new school model.
- In collaboration with the international consultant, preparing an action plan for launching pilot schools under the new model, defining implementation stages, performance indicators, risk assessments, and criteria for evaluating the model's effectiveness during the pilot stage.
- Planning, implementing, and coordinating project activities within the "Strengthening the Network of Innovative Schools" component in collaboration with the target schools of the project, cluster schools, the Kyrgyz Academy of Education (KAE), the Republican Institute for Advanced Training and Retraining of Pedagogical Workers (RIATRPW), and the MOES KR.
- In collaboration with the IT specialist and technical supervisor engineer from the PIU, assisting in creating an effective learning environment, including the IT component in target and cluster schools.
- Implement activities to enhance the potential of school leaders and teachers in the project's target schools in collaboration with the teacher training specialist from the PIU.
- In collaboration with the teacher training specialist from the PIU, organizing intensive continuous professional development for cluster schools on the use of digital resources for teaching to improve student learning; the use of intelligent technologies in teaching and assessment, including e-learning systems (Google Classroom, MOODLE, etc.), innovative teaching and learning strategies.

- Restructuring school management so that the school board of trustees, together with the school leadership, performs management functions at the school level, including the development of strategic school development plans, expected student learning outcomes, budget control, the activation of community outreach programs, and attracting additional funding for school development.
- Develop a system for assessing the effectiveness of the educational process, conducting regular self-assessments, and monitoring innovations and changes. Support the PIU research specialist in conducting regular surveys and questionnaires among students and parents to collect feedback.
- Performing other tasks assigned by the PIU Manager.

Reports to

The Project Manager.

Reporting Requirements

Specialist on school management and infrastructure (PIU) is responsible for preparing the following reporting documentation:

- Assisting the PIU Monitoring and Evaluation Specialist in preparing regular project reports.

Qualifications and Evaluation Criteria:

- Higher education in pedagogy, educational management, or related areas.
- Knowledge of legal regulations in the education sector; understanding current educational trends and the skills required in the 21st century.
- At least 5 years of experience in the education sector, with at least 3 years of experience working on projects financed by international organizations.
- Proven experience in developing strategic documents and preparing analytical materials is an advantage.
- Excellent analytical skills, report writing, and recommendation development.
- Experience in developing training materials and conducting training sessions for adult audiences.
- Fluency in Kyrgyz and Russian; working knowledge of English.
- Strong computer skills, proficiency in Microsoft Office applications.

A scoring system will be applied during the evaluation as follows:

- Education – 15%;
- Experience – 70%;
- Language proficiency – 15%.

Place of Execution:	Duration:	Dates:
Duty station is in PIU, located at the address: Bishkek, Manas ave. 22A.	12 months, with the possibility of extension. Probation period: 3 months.	Contract Commences _____, subject to ADB approval. Contract Validity _____.
Contract Period:	-----	-----