

TERMS OF REFERENCE

Contract:	ICS-09-Intermittent		
Project:	Kyrgyz Republic: School Education Reform Sector Development Project (Loan No. 4217 - KGZ (COL)/Grant No. 0851 - KGZ) (SERSDP)		
Expertise:	Survey Specialist		
Source:	National	Category:	Independent individual consultant

I. 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 ability of the school education system to prepare graduates with subject knowledge and competencies. The project supports implementing the National Education Development Program in the Kyrgyz Republic for 2021–2040.

II. Scope of work

The expert will contribute to increasing the level of stakeholder engagement through data collection and research. This will ensure that planned education reform activities are in line with the real needs of stakeholders and will improve the quality of school education.

The National Research Specialist will perform the following tasks and responsibilities:

1. Conduct four studies, including (topics of two studies to be determined later):
 - Baseline study of student learning and teacher quality in the project target schools: Conduct baseline assessment of the current state of the educational process in 23 innovative schools and their cluster schools, including analysis of the curriculum, teaching methods, student achievement, learning environment, school management system, readiness to work in the innovation mode, and the level of involvement of students and parents in the educational and training process.
 - Final study of student learning and teacher quality: Impact assessment of changes and results after implementation of reforms, comparison with baseline data, determination of the impact of project activities.
2. Develop tools and methodology:
 - Creating survey questionnaires with closed and open-ended questions, as well as developing focus group questions and defining evaluation criteria.
 - Description of methodology including sampling, data collection methods and analysis techniques such as quantitative analysis and qualitative analysis.
3. Conduct surveys and focus groups:
 - Organizing and conducting surveys among students, parents and teachers, with a focus on the representativeness of the sample.
 - Conducting focus groups with educational participants to gain an in-depth understanding of their opinions and needs.
4. Analyze the data collected:
 - Using data analysis software (e.g., SPSS, Excel) to process quantitative data.

- Thematic analysis of qualitative data from focus groups and open-ended questions using coding and category analysis
5. Develop recommendations:
- Based on the data analysis, prepare conclusions and recommendations for MES KR on school education improvement.
 - Discuss recommendations with stakeholders for feedback and refinement.
6. Performing other assignments of the Project Manager:
- Participate in project-related working groups and workshops to discuss interim results and obtain additional information.

III. Results/reporting requirements

- Development of questionnaires and data collection instructions and methodology, including sampling, data collection methods and analysis techniques.
- Prepare a detailed description of the methodology, including sampling, data collection methods and analysis techniques.
- Provide regular reports outlining progress, problems encountered and proposed solutions.
- Preparation of research reports with proposals for further actions. Final reports should be submitted in Kyrgyz, Russian and English languages.
- Prepare research information materials for seminars and working groups, including presentations and handouts.
- Providing other reporting as requested by the project management or MoES KR.

IV. Accountability

The Specialist will report to the Project Manager and will work closely with the M&E Specialist and other team members to ensure successful implementation of tasks.

V. Qualification requirements and evaluation criteria

1. Bachelor's degree in Social Sciences, Statistics, Education or related field (Master's degree will be an advantage).
2. At least 5 years of experience in research design and implementation, preferably in education.
3. Knowledge of research tools and methodology.
4. Fluency in Kyrgyz and Russian languages. Knowledge of English will be an advantage.
5. Proficiency in Microsoft Office (Excel, Word, PowerPoint). Knowledge of database programs (e.g. SPSS).
6. Excellent analytical, communication and reporting skills. Experience in working with international projects will be an advantage.

During the evaluation, a point system will be applied from the calculation:

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:	-----	-----