**EU support to Reform of Education in Serbia**

**Contract no: 2019/405-242**

**TERMS OF REFERENCE**

***Senior NKE for minority education analysis***

***Background:***

**Project Title:** EU support to Reform of Education in Serbia

**Ref:** EuropeAid/139264/DH/SER/RS

**Contract no**: 2019/405-242

**Main beneficiary:** Ministry of Education, Science and Technological Development (MoESTD)

**The overall objective of the project:**

To assist the Government of Serbia in implementing reforms in the education sector by improving the quality, equity and relevance of the education and training

**Purpose of the project:**

Strengthening institutional and human capacities of key institutions in the education sector to manage comprehensive education reform; and timely, efficient and effective coordination and implementation of the Sector Reform Performance Contract (SRPC)

**Components:**

C1. Institutional and human capacity building of key institutions to apply a sector-wide approach in the education sector

C2. Support for improving evidence-based policy making, monitoring and reporting in education

C3. Support for improving quality assurance mechanisms across the education system

C4. Support for raising awareness and visibility of education reforms and their benefits for Serbian citizens

C5. Support to the implementation of the Sector Reform Performance Contract in Education and maintaining a continued policy dialogue

**Expected Overall Project Results:**

* Strengthen institutional capacities for improved coordination and cooperation among education institutions
* Promote the system of inter-sectoral coordination and cooperation relating to the field of education
* Strengthen data collection capacities as a basis for monitoring and reporting on educational reforms
* Improve the information system in the education sector and utilization of data
* Develop the Education Development Strategy 2030 and the relating action plan
* Develop mechanisms for improving the national curriculum based on the results of international surveys (PISA, TIMSS, PIRLS, TALIS), final examination at the end of primary education and national testing
* Improve the system of external evaluation in pre-university education
* Improve the system of quality assurance in higher education
* Supporting MoESTD and stakeholders to develop and implement a communication strategy on reforms and SRPC
* Capacity building for MoESTD and other educational institutions for communication and visibility techniques
* Support to MoESTD and other public institutions in monitoring and reporting on the implementation of SRPC and support to policy dialogue in the field of education

***Component and related activities:***

This ToR refers to **Component 2 of the project - Support for raising awareness and visibility of education reforms and their benefits for Serbian citizens**

The main scope for Component II is to improve the evidence-based-policy making, monitoring and reporting in education, including support the Ministry to develop a new Education Development Strategy and Action Plan.

Activities to be implemented within this component are:

**2.1. Strengthen Data Collection Capacities as a Basis for Monitoring and Reporting on Education Reforms**

2.1.1. Analysis of education-related indicators

2.1.2. Gap assessment on sources of data and needs for monitoring and reporting

2.1.3. Developing a long-term plan for integrated education indicators in data collection systems

2.1.4. Identifying institutions collecting education-related data and setting up a system for coordination

2.1.5. Establishing a System for Monitoring and Reporting on Education Reforms

2.1.6. Design and Conduct Training for Quality Assurance of Data Collection (e.g. School Administrations)

**2.2. Improve the Information System in the Education Sector and Utilization of Data**

2.2.1. Situation Analysis on Information System in Education

2.2.2. Training for Building Analytical Capacities in Utilising Data for Policy Making

2.2.3. Establishing Cooperation with the Academic Community and Civil Society

**2.3. Develop the Education Development Strategy 2030 and the Relating Action Plan**

2.3.1. Assessment of the Current Strategy and Action Plan

2.3.2. Designing the Process of Drafting the New Strategic Documents

2.3.3. Revising the Current Action Plan and Drafting 2030 Strategy

2.3.4. Organising a Nation-wide Consultative Process on the Draft Documents

***Assignment objective(s)***

The assignment is related to the **Activity 2.3. Develop the Education Development Strategy 2030 and the relating action plan:**

2.3.3 Provide analytical and other expert support for revising the current action plan by 2020, and for drafting the strategy by 2030 and the relating action plan

***Main tasks and duties:***

NKE Senior minority education analyst will work closely with Senior and Junior expert for Strategy and Action Plan Development and support the Project Key Expert 2 in the delivery of activities and outcomes listed in the table below.

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| --- | --- | --- | --- |
| **Sub activity No** | **Task** | **Indicative input:** | **Expected deliverables:** |
| 2.3.3 | *2.3.3.2 Provision of analytical support to MoESTD/WG for Strategy 2030,*  *more specifically:*   * To conduct comparative analysis of education provided in national minorities’ languages, taking into account practice and legislation in the Republic of Serbia, other West Balkan countries, EU countries bordering the Republic of Serbia and examples of good EU practice in this field. (The expert can use the existing studies that are still valid) * It is necessary for the comparative analysis to include: * A comparative overview of teaching modalities available in national minorities’ languages, with the information about the organization, availability and educational levels concerned (preschool, primary and secondary education); the overview should also contain the approximate number of students following these classes. * Information about the availability of textbooks in national minorities’ languages for courses which are held in these languages as prescribed by the legislation of the respective countries; * Information about quality assurance as regards the abovementioned textbooks; * Information on how to achieve quality initial education and further professional development of those teachers who teach in national minority languages; it is necessary to specify whether the education/professional development is implemented in the country whose teaching practices are being examined or in (mutual) cooperation with the country in which the national minority language is one of the official languages; * An estimated budget for fulfilling all commitments of the Republic of Serbia with respect to ensuring quality instruction in national minority languages and in accordance with current regulations and commitments in negotiation chapter 23. This estimation should provide a separate overview for each language of instruction and educational level, and by type of costs – textbooks, initial teacher education and their further professional development, final and graduation exams including test preparation, and other costs associated with the taken commitments. | 15 wd | * Report on the comparative analysis consisting of the specific elements. |
| **Total** |  | **15 WD** |  |

***Qualifications Required:***

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| *Qualifications and skills:*   * *A University Degree (where a university degree has been awarded on completion of three years of study in a university or equivalent institution) in social sciences, political sciences and other areas relevant for the assignment or at least 5 years of relevant professional experience in addition to General Professional Experience* * *Proficiency in written and spoken English* * *Have excellent oral and written communication and analytical skills* * *Have excellent team working abilities* * *Strong communication and presentation skills and the ability to transfer his/her knowledge effectively* * *Knowledge of Serbian language (or other local languages- Bosnian, Croatian, Montenegrin) will be considered as an advantage* |
| *General Professional Experience:*   * At least ten (10) years, preferable twelve (12) of proven professional experience in education sector |
| *Specific Professional Experience:*   * *Minimum five (5), preferably seven (7) years of experience in any of the following fields:* * *Research activities in minority education systems* * *Preparing recommendations, analyses or policy documents related to the education in minority languages* * *Participation in the programmes/projects related to the social inclusion of ethnic and marginalised groups and their access to education will be considered an advantage* * *Knowledge of overall Serbian education system will be considered an advantage* * *Experience in budgeting, planning, forecasting (financial analysis) would be considered as an advantage* |

***Further requirements:***

The selected expert is not a Civil Servant or other staff of the public administration of the beneficiary country.

***Logistics and Timing***

The activities are planned to be carried out *in the period of December 2019 – February 2020*.

The exact starting date will be agreed at a later stage, pursuant to the expert’s approval by the Contracting Authority.

The number of working days foreseen for this assignment is up to 15.

***Reports***

The NKE shall provide the following reports by using the templates of the Project:

* Brief Mission Reports with a description of activities and outputs provided, at the end of each mission/month under this assignment. (*NKEs who work less than a month shall complete a mission report at the end of each assignment whereas long-term NKEs complete a mission report on a monthly basis)*
* Final Mission Report, no later than 1 week after completion of tasks under this assignment. This report will include a description of all activities and outputs provided by the NKE in the context of this assignment.

*Submission of reports:*

Draft mission report shall be submitted to the Team Leader and Project Director for review and comments at the end of the mission/month.

* The final version of the mission report prepared in the relevant quality shall be submitted to the Team Leader and Project Director for review, comments and final approval. The reports shall be signed by the NKE and the Team Leader responsible for endorsing the report.

The report and all prepared documents shall be submitted in hard copy and in electronic version to the Team Leader of the project.

***Monitoring and Evaluation:***

The NKE shall work under the guidance and follow the instructions of the Team Leader and KE2. The NKE shall collaborate with the project team, other experts involved and representatives of beneficiary institutions and national structures, as relevant.

The NKE’s activities and outputs mentioned above may be adjusted by the Team Leader and KE2 at any stage in the implementation of the Project, depending on the evolving needs of the Project and main beneficiaries. Each of the short-term mission, its timing and duration shall be agreed with the Team Leader and KE2 prior to each mission.

***Location:***

The NKE must deliver 100% of the input in Serbia. The project office in Belgrade will be the main operational base of this activity; however, if necessary, for the completion of the assignment, other locations throughout Serbia will be considered.

***Working Language:***

The working language is English. However, the Serbian language can be used whenever is deemed as necessary or required by Beneficiaries.