

Government of the Punjab
School Education Department
Punjab Education Sector Reform Programme
Programme Monitoring and Implementation Unit

**Request for Expression of Interest
for Hiring of Individual Consultant**

Credit Identification No. IDA 5106-PK

Contact No.PMS/5/2019

The Government of the Punjab is implementing the Education Sector Reform Programme (PESRP) with the assistance of the World Bank. The credit includes a Technical Assistance (TA) component of US\$ 9.36 million to help achieve the objectives of PESP-III.

2. Under this programme, PMIU invites experienced individual consultant having relevant experience /qualification from recognized universities to indicate their interest in providing the services. Interested candidates should provide information indicating that they are qualified to perform the below mentioned services for a period of one year:

S.No	Area for which Consultancy Services are Required
1	Management Associate

3. TORs can be downloaded from: www.pesrp.edu.pk. Individual Consultant will be selected in accordance with the procedures set out in Section V of the World Bank's Guidelines: Selection and Employment of Consultants by World Bank Borrowers January 2011 (Consultant Guidelines, Revised 2014). Interested candidates should submit the Expression of Interest with Curriculum Vitae (CV), copies of educational degrees/certificates/experience certificates, and CNIC by July 25, 2019 till 4.00 PM. Only shortlisted candidates will be called for interview.

Programme Monitoring and Implementation Unit
Punjab Education Sector Reform Programme
8-A, Ali Block, New Garden Town
Lahore
Tel: 042-99232190

TERMS OF REFERENCE

**PROGRAMME MONITORING AND IMPLEMENTATION UNIT
School Education Department**



Government of the Punjab

THIRD PUNJAB EDUCATION SECTOR PROJECT

TECHNICAL ASSISTANCE

**TO THE
ISLAMIC REPUBLIC OF PAKISTAN**

PUNJAB PROVINCE

FOR

**HIRING OF AN INDIVIDUAL CONSULTANT AS
MANAGEMENT ASSOCIATE**

Terms of Reference for Management Associate

1. BACKGROUND INFORMATION

1.1. Beneficiary Country and Province

Islamic Republic of Pakistan, Punjab Province

1.2. Contracting Authority

Under the Third Punjab Education Sector Project and in agreement with the World Bank, the Programme Monitoring and Implementation Unit (PMIU), School Education Department (SED), Government of the Punjab is the contracting authority.

1.3 Objective

The main objective of the PMIU- Punjab Education Sector Reform Programme (PESRP) is to manage the activities agreed with the donors in implementing various initiatives to support and scale-up specific interventions to improve education system and sharing of information, studies, and solutions to the School Education Department (SED) in Punjab and other users such as World Bank (WB), donor organizations, NGOs etc. in a manner that broadens and strengthens the knowledge base on school education in Punjab and maximizes the effectiveness of the Punjab Education Sector Reform Programme (PESRP).

1.4 Scope

The duties and responsibilities of Management Associate will include but are not limited to the following:

1. To devise strategies to ensure for Integration of PMIU, QAED, PEF and PEC data
2. To arrange trainings of District level IT officials and technical staff of sister depts. For collection of data and on reporting mechanisms.
3. Design and develop strategies to innovate and revamp different processes and programs including monthly monitoring of data
4. Develop strategies to link different cross-functional activities to Disbursement Linked Indicators (DLIs) in order to achieve desired outcomes
5. Identify the data needs and requirements through consultations with the different stakeholder organizations, key officials, school administrators and other potential data

users to ensure that the data requirements and needs of the policy and decision makers and other key users are taken care of.

6. To review Punjab School Sports Strategy and continuous monitoring and implementation
7. To review and revise activities and tasks of AEOs and in this connection hold consultative meetings with committee, work with TA team in updating TORs, as decided by committee and work with PITB on AEO Apps
8. To review and revise LND Model and to work with TA team in revising LND Model and conducting pilot test of revised model
9. To assist in M&E Tasks such as revising Annual School Census and Monthly Monitoring proformas, updating the Apps, changing MEA routines, assisting in Annual School Census planning, preparing report on Annual School Census etc.
10. To undertake any other task as assigned by the Programme Director

QUALIFICATION & EXPERIENCE

- PhD in Social Sciences with 01 year relevant experience preferably in Public Sector OR
- M.Phil in Social Sciences with 02 years relevant experience preferably in Public Sector OR
- Sixteen years education in Social Sciences or in relevant discipline or equivalent qualification from HEC recognized National/International University with 03 years relevant experience preferably in public sector
- In-depth knowledge and experience of quantitative and qualitative research
- Strong skills in MS Excel, Power point, Project, Excess
- Must have a strong aptitude for research with a demonstrated ability to prepare reports with quantitative analysis
- Comprehensive understanding of broader educational issues in Pakistan
- Self-motivated team player having effective communication interpersonal skills
