

Terms of Reference

PACIFIC TECHNICAL ASSISTANCE MECHANISM 2 (PACTAM2)

Adviser Title	Education Adviser
PACTAM2 Partner Organisation	National Department of Education Federated States of Micronesia
Duration	12 with a possible 12 mth extension
Location	Weno, Chuuk State, Federated States of Micronesia
Adviser Type (LTA or STA)	LTA
Adviser Remuneration Framework (ARF) level	B3
Aid Investment Plan or Partner Government's national/sectoral priority	FSM's Strategic Development Plan 2023; Australian aid: promoting prosperity, reducing poverty, enhancing stability. The bilateral Strategic direction of "Improving the quality and inclusiveness of primary education" Chuuk Department of Education: Improving Quality Basic Education Project 2019 - 2023
Primary capacity development role (check appropriate box, with reference to below)	<input type="checkbox"/> In line <input type="checkbox"/> Supplement capacity <input checked="" type="checkbox"/> Facilitate capacity
<p>Capacity Development Emphasis: Minor / Indirect - the Adviser will be substituting for an existing or proposed in-line position, with minimal expectation of direct capacity building activities.</p> <p>Moderate – the Adviser will be directly supporting in-line staff member/s or team as well as helping the individual/s to increase their own job skills, knowledge and awareness - there is an expectation of supplementing capacity</p> <p>Major – the Adviser's primary purpose is to work with staff/teams in a training, mentoring, and/or facilitating way – there is significant expectation of implementing capacity building activities.</p>	

Purpose

The Technical Assistance will work with the Chuuk State Department of Education and to develop the ground work and its readiness for the implementation of the Improving Quality Basic Education Project from 2019 to 2023.

Background

PACTAM2 is an Australian Government initiative funded through its official aid agency, the Department of Foreign Affairs and Trade (DFAT), and managed by Scope Global. It places highly skilled Technical Advisers in Partner Government organisations across 9 Pacific Island countries.

Chuuk is the largest State of the Federated States of Micronesia. In terms of education, Chuuk shares almost 50% of schools and school population of the FSM. However, Chuuk also has the most serious educational issues and challenges compared to other three States. It has high rates of school dropout, poor learning achievement, low transition rates from one level of education to the other. In terms of school infrastructure, teacher quality and school accreditation, Chuuk has most of the issues.

Because of this, while IQBE is being implemented in all three states from the beginning of this fiscal year, Chuuk has been postponed until the next year. Although, this decision allows Chuuk SDOE to learn from the lessons while other States implement the IQBE, technical support is crucial to closely monitor, review and document lessons from IQBE implementation in other states and to prepare for the necessary ground work for implementation of IQBE next year. Apart from the readiness for IQBE implementation, Chuuk DOE also needs assistance to thoroughly understand and respond to challenges and opportunities that are specific to Chuuk. This position will work closely with the Chuuk State DOE and also collaborate with National DOE on matters on national policy and guidelines for implementation of national programs and policy making.

Placement objectives	Core functions
1. Support Chuuk SDOE to prepare the groundwork for implementation of IQBE	<ul style="list-style-type: none">• Develop career pathways for Mentor Teachers, Mentor Teachers and Principals• Develop an Induction Program for New Teachers
2. Support to roll-out FedEMIS in Chuuk	<ul style="list-style-type: none">• Articulate a Chuuk specific data support system
3. Support in strategic planning and policy making in areas like teacher evaluation, school accreditation, students assessment, education policy and its enforcement	<ul style="list-style-type: none">• Strengthen institutional capacity for managing implementation of strategic priorities linked to the various divisions of the Department of Education.• Strengthen teachers capacity to use assessment to improve learning.• Strengthen capacity to develop and implement strategies linked to remote teaching and learning, including online delivery
4. Support in preparing policy briefs, strategic development plans and proposals for funding, development of evaluation tools, programs/project evaluation and writing	<ul style="list-style-type: none">• Strengthen departmental capacity for program/project development and evaluation• Conduct program audit and evaluation of existing projects/education programs.• Link evaluation of employees to comprehensive professional development plan• Prepare policy briefs and analytical reports

analytical reports and summaries	
5. Facilitate and support curriculum revision and implementation.	<ul style="list-style-type: none"> • Oversee the curriculum revision process for fidelity to Chuuk DOE's vision • Strengthen institutional capacity for curriculum development and implementation.
6. Provide advice and guidance on cross-cutting issues	<ul style="list-style-type: none"> • Provide advice and guidance on cross-cutting issues, such as child protection, gender equality, disability in line with relevant Australian aid policies and other appropriate standards.

Accountability and working relationships

The Education Adviser will be accountable to and managed by Director of Education, Chuuk Department of Education.

The Education Adviser will work closely with the Specialists and senior education officers at the Chuuk State DOE, including IQBE Project Director and Technical Coordinator at Chuuk DOE.

On national program and policy matters, the Education Advisor is expected to work closely with the National Department of Education as deemed necessary.

Key selection criteria

All PACTAM2 Advisers: are expected to have effective interpersonal skills and the ability to work and communicate effectively and respectfully across cultures.

Essential

Qualifications

- Master's or higher in Education Planning, policy and/or Management and administration

Skills, experience, knowledge

- 10 years' experience in education planning
- Proven experience in writing project proposals and program reports
- Proven experience in project management, monitoring and evaluation
- Experience in public school system
- Some experience in resource base development and management.
- Analytical report writing skills

Desirable

- Experience in a developing country or Pacific Island country is desirable.

Special conditions

Scope Global recruitment practices operate under equal employment opportunity principles and laws. We encourage all appropriately qualified and experienced people to apply regardless of their sex, age, race, ethnicity, physical ability or beliefs.

We require all Advisers to:

- (a) comply with the terms and conditions of the PACTAM2 Adviser Service Agreement including completing a police check, undergoing a medical examination, and attending a pre-departure briefing.
- (b) comply with DFAT safeguard policies and any other policies specific to their placement.

Date Terms of Reference Finalised	April 2021
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