

Learning Advancement and Measurement Project

TERMS OF REFERENCE

Project Officer Implementation

Background

The Government of Maldives (GoM) has an Education Sector Plan (ESP) endorsed by the Local Education Group (LEG) under implementation. This is the central step required for financial assistance from the GPE. The ESP has four main goals. The first goal is to improve learning for all through equitable access to quality education. The main results the GoM seeks to achieve under this goal are to ensure that all children from pre-school through grade 12 are enrolled in school, learning gaps across atolls are reduced, and overall learning outcomes are improved. The second goal is to provide youth and adults with the necessary skills for employment, decent work and entrepreneurship. The third goal is to ensure equitable access to lifelong learning and a quality higher education for all. The fourth and final goal is to strengthen the system for efficiency to deliver high quality education. The Maldives Learning Advancement and Measurement Project (LAMP) will support the first goal by promoting strategic initiatives to improve learning outcomes in foundation and primary education, with a special focus on the atolls where learning levels are lowest.

Components of the LAMP

The LAMP is organized into four components.

Component one: Strengthening Curriculum Implementation: is designed to strengthen curriculum implementation and improve learning outcomes in key subjects, English, mathematics and Dhivehi at the Foundation and Primary Education stages. To ensure equitable access to learning, this component is also designed to provide support for children with SEN and students at risk.

Component two: Improving Teacher Education and Development: is designed to improve teacher quality and performance; with initiatives aimed at improving both pre-service teacher education and continuing professional development of teachers. The Project will help the GoM to develop SBPD to continuously improve teacher motivation, pedagogical skills, competencies and performance. In addition, the Project will help enhance the quality of pre-service teacher education programs offered by the MNU, IUM, and non-state HEIs.

Component three: Advancing the Measurement of Student Learning and School Performance: is designed to advance the measurement of student learning and school performance; with specific initiatives aimed at modernising the system for learning assessment and developing the school QA system.

Component 4: Coordination, Monitoring, Policy Analysis and Technical Assistance: is designed to cover coordination, operations and monitoring support, technical expertise, policy research and evaluation, and communications.

Effective implementation of day to day operations is extremely important for the success of the LAMP. In particular, the project will have a strong emphasis on managing the resources which are dedicated to the delivery of the services critical to the achievement of the target results of the LAMP, including the intermediate outputs, outcomes, and overall project outcomes. The Project Officer will be responsible for assisting the IME Specialist of the LAMP to establish, maintain, and implement sound operations systems.



Key Tasks

The Project Officer Implementation will report to the IME Specialist. His/her main duties and responsibilities are to assist the IME Specialist in the following tasks:

- Facilitate the implementation of the LAMP Project across all implementing agencies. The position is also responsible for assisting the IME Specialist in managing the development and administration of the budget process including preparation, analysis, performance evaluation, and reporting;
- Assist the Project Coordinator in the development of the LAMP implementation strategy and contribute to the achievement of the key performance indicators;
- Assist the Project Coordinator in the revisions of the OM of the LAMP as requested by the Project Coordinator;
- Assist the IME Specialist to facilitate the day-to-day operational work of the staff of the implementing agencies;
- Assist the IME Specialist to oversee the implementation work of the finance, procurement, administration, environmental and social safeguards, monitoring and evaluation, and HR activities of the LAMP;
- Assist the IME Specialist to coordinate and prepare the overall work plan of the LAMP with inputs from the implementing agencies;
- Assist the IME Specialist to organize activities such as workshops and conferences, where necessary or relevant, to strengthen the implementation of the LAMP, with special reference to operational activities, especially procurement and financial management, but also where relevant environmental and social safeguards;
- Assist the IME Specialist to coordinate and monitor the staff working on the LAMP;
- Assist the IME Specialist to recruit and manage resource persons and technical assistants to support the work of LAMP;
- Participate in regular discussions and monitoring meetings with the World Bank (WB) and compile the meeting of the minutes;
- Assist the IME Specialist to improve the implementation systems, processes and policies in support of the LAMP-- specifically, support good management reporting, information flow and management, program process and organizational planning;
- Assist the IME Specialist to prepare and provide progress reports and participate in the activities of the MoE for the bi-annual WB supervision and implementation support missions and Annual Review of the LAMP by the LEG; and
- Any other monitoring duties assigned for LAMP by the Project Coordinator or IME Specialist.

Schedule

The service is for a period of 12 months beginning December 10, 2020, renewable annually. Performance evaluation reviews will be organized by the Project Coordinator. The WB will provide feedback on performance to the Project Coordinator. The position is renewable, subject to satisfactory performance, from December 10, 2021 until project completion in June 30, 2024.



Remuneration

The Project Officer Implementation shall be paid a monthly Remuneration Fee of **MVR 10,040**.

Required Qualifications and Experience

- At least 3 passes in GCE A/L and 2 passes in HSC with at least 1 pass in accounting, economic or business, and 2 years of work experience in a related field. Prior experience in WB funded projects, especially education or higher education projects, could be an advantage if the performance of the candidate has been good.

Note: A pass is considered to be “C” grade and above

Professional Competencies

- Ability to interact with policy makers, managerial staff, academics, teachers, and administrative staff, in the education and higher education systems
- Ability to interact with government officials.
- Ability to interact with development partners such as the WB.
- Ability to work with and be a partner of a team of diverse disciplinary backgrounds;
- Ability to work efficiently, and to meet deadlines.
- Strong communication and good interpersonal relations.
- Ability to speak, read and write fluent English, and produce project reports in English.
- High level of computer literacy, including Word, Excel, email and the internet.
- Ability to obtain stakeholders' participation and commitment for effective implementation and long-term sustainability of the project.
- Effectiveness in monitoring and resolving project implementation issues.
- Familiarity with the relevant government procedures and regulations.

Facilities to be Provided

The holder of the position would be entitled to the following facilities:

- An office in the MoE with equipment including a computer/laptop and docking station, telecommunication services, and access to printing, photocopying and scanning equipment.
- Transport for official purposes. Transport, lodging, subsistence and incidental expenses for atoll travel for official purposes.

