

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ



Learning Advancement and Measurement Project (LAMP: P172631)
Ministry of Education
Republic of Maldives

TERMS OF REFERENCE

IMPLEMENTATION, MONITORING AND EVALUATION SPECIALIST

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 organised 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.





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Background of the Assignment

Effective implementation of day to day operations, as well as monitoring and evaluation 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 Implementation, Monitoring & Evaluation (IME) Specialist will be responsible for assisting the LAMP to establish, maintain and implement sound operations systems, where operations management is a fundamental part of any organisation. He/she will also be responsible for the monitoring and evaluation of the Project and will work closely with the core members of the implementing agencies of the LAMP.

Key Tasks

The IME Specialist will report to the LAMP Project Coordinator. His/her main duties and responsibilities are to:

- Assist the Project Coordinator in supervising and facilitating the implementation of the LAMP Project across all implementing agencies. The position is also responsible for managing the development and administration of the budget process including preparation, analysis, performance evaluation, and reporting.
- Facilitate the day-to-day operational work of the staff of the implementing agencies.
- Oversee the implementation work of the finance, procurement, administration, environmental and social safeguards, and HR activities of the LAMP, in cooperation with the Finance and Procurement Divisions of the MoE.
- Organise 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, and where relevant environmental and social safeguards.
- Manage resource persons and technical assistants to support the work of LAMP.
- Participate in regular discussions and monitoring meetings with the World Bank.
- Provide progress reports, Interim Unaudited Financial Reports (IUFRs) in cooperation with the Finance Division of the MoE and participate in the activities of the MoE for the bi-annual WB supervision missions and the Annual Review of the LAMP by the LEG.
- Collaborate and support the monitoring and evaluation of the ESP 2019-2023.
- Establish, maintain and implement a good monitoring system for the Learning and Measurement Advancement Project (LAMP).
- Monitor the implementation of LAMP funds, as outlined in the Grant Agreement, Program Document and the Operations Manual and any other relevant documents, to achieve the relevant targets of the performance indicators of the LAMP;



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- Establish a sound monitoring system for the implementation of LAMP activities at the national and island levels.
- Design and develop, in discussion with the LAMP implementation agencies and the WB, monitoring formats and templates for the timely and efficient monitoring of activities under the LAMP.
- Prepare a consolidated quarterly monitoring report of the key performance indicators of the LAMP to be shared with relevant GoM agencies including the MOHE, MOE, UNICEF Maldives and the WB.
- Engage in the overall monitoring of the Project activities as agreed with the Project Coordinator and the WB. Take lead responsibility for monitoring the performance of LAMP activities. This would involve visits to each target atoll on a regular basis.
- Collaborate with the WB in the design and implementation of any evaluations, policy analyses and studies; and
- Any other implementation and monitoring duties assigned for LAMP by the Project Coordinator.

Schedule

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

Remuneration

As per the agreement between GoM and the WB for this position, according to the National Pay Commission's Circular Number 13-NPC/CIR/2018/5.

Required Qualifications and Experience

- At least a Masters' Degree in Education, Economics, Management, Social Sciences, Statistics, Science, or a relevant discipline, and least 7 years of relevant work experience. Prior experience in WB (or other donor-funded) funded projects, especially in education or higher education and particularly in project monitoring and evaluation, would be an advantage if the performance of the candidate has been good.

Professional Competencies

- Ability to interact with stakeholders and monitor and facilitate their participation and commitment for the effective implementation and long-term sustainability of the project.
- 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 meet deadlines.





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- Strong communication and good interpersonal relations.
- Ability to speak, read and write fluent English and produce analytical project reports in English. Ability to make regular presentations on project progress to WB staff and relevant Development Partners. Advanced computer literacy skills.
- Ability to obtain stakeholders' participation and commitment for effective implementation and long-term sustainability of the project.
- Familiarity with the relevant government procedures and regulations.
- Effectiveness in monitoring and resolving project implementation issues.
- Ability to deliver monitoring services as required by the Project.
- Ability to monitor a project with complex and diverse activities.
- Ability to monitor procurement and financial management activities as relevant to the Project
- Ability to monitor environmental and social safeguards activities as relevant to the Project
- Familiarity with statistics and data processing.
- Ability and willingness to travel to the atolls for an adequate number of working days each quarter to discharge monitoring responsibilities effectively.
- Ability to conduct training activities for relevant staff of the implementation agencies, relevant to the roles and responsibilities of the position.

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.

