



EXPRESSION OF INTEREST FOR SHORT-TERM CONSULTANCY

DEVELOPMENT OF TEACHERS' GUIDE,
SCHOOL MANAGEMENT COMMITTEE BOOKLET,
AND FINALIZATION OF SINDH OPERATIONAL FRAMEWORK FOR
ADOLESCENT DEVELOPMENT AND PARTICIPATION (ADAP).

The Reform Support Unit, School Education and Literacy Department (RSU-SE&LD), Government of Sindh, has received a grant from UNICEF (under RWP Project) to support the School Education Sector Plan & Roadmap (SESP&R) and Rolling Workplan 2024 (RWP-2024). A portion of this grant, in collaboration with the Government of Sindh, will be utilized to hire an individual consultant for a short-term consultancy position. The consultant will be responsible for the development of key educational materials and the finalization of operational frameworks, as outlined in the tasks and qualifications detailed below.

Nature of Consultancy	No. of Post
Consultant for Development of Teachers' Guide, School Management Committee Booklet, and Finalization of Sindh Operational Framework for ADAP	01

The services of aforementioned individual consultants will be hired as per Rule No. 72 (8)(b) of SPPRA Rules, 2010 (amended to date) for the period of two (02) months.

Application Instructions:

- The detailed TORs along with eligibility criteria is mentioned below.
- The hiring/recruitments will be made strictly on merit basis a per selection criteria mentioned in Rule No. 72 (8)(b) of SPPRA Rules, 2010 (amended to date).
- Only shortlisted candidates will be called for interview.
- No TA/DA shall be paid for appearing in the interview.
- Consultancy Fee is Negotiable.
- The application should clearly indicate the Nature of Consultancy applied for on one side of envelope along with Curriculum Vitae (CV), 01 passport size photograph and attested copies of all relevant documents, Copy of domicile, CNIC/Certificates/Degree.
- Late and incomplete applications will not be entertained
- The interested individual consultants having expertise in above mentioned fields may approach the undersigned along with their CV, original documents and copy of all documents up till 21st September, 2024 at 5:00 PM.



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- Interviews will be conducted on 24th September, 2024 at 10:00 am.

Job Descriptions/Terms of References (TORs) and Required Qualification for Hiring the Services of Individual Consultant.

Terms of References (TORs)	Selection Criteria of Consultant
<p>Objective: The consultant will be responsible for developing a comprehensive Teachers' Guide and a Booklet for the School Management Committee (SMC), as well as supporting the finalization of the Sindh Operational Framework for Adolescent Development and Participation (ADAP). The work will focus on integrating key themes such as education rights, child protection, mental health, school management, and stakeholder engagement.</p> <p>Key Responsibilities:</p> <p>1. Review and Collection of Materials:</p> <ul style="list-style-type: none">• Conduct a detailed review of existing materials and resources relevant to the development of the Teachers' Guide and SMC Booklet.• Collect required materials from UNICEF and other external sources, focusing on themes that include:<ul style="list-style-type: none">➢ Right to Education and social mobilization of Out-of-School Children (OOSC), including strategies for the Bring Back Children to School Movement (BBCM).➢ Policies and guidelines on corporal punishment, Gender-Based Violence (GBV), and Protection from Sexual Exploitation and Abuse (PSEA).➢ Mental Health and Psychosocial Support (MHPSS).➢ Initiatives to improve birth registration processes.➢ Skilling programs for adolescent development.➢ Foundational learning, Early Childhood Education (ECE), and Early Childhood Development (ECD).➢ School Water, Sanitation, and Hygiene (WASH) programs.➢ School health initiatives, including nutrition. <p>2. Outline Development:</p> <ul style="list-style-type: none">• Develop an outline for the Teachers' Guide and SMC Booklet, integrating the above-listed themes.• Consult with key stakeholders, including PITE (Provincial Institute of Teacher Education), Curriculum	<p>The candidate will be selected on the basis of the following competencies:</p> <p>Qualification and Experience Requirements:</p> <ul style="list-style-type: none">• A minimum of 16 years education, Master in Education (Preferably) or Master in Social Sciences, Public Policy from an HEC recognized university).• Minimum two (02) years experience in any reputed organization related to research and material development.• Experience related to material development for adolescent will be considered an asset.• Excellent skills in English and Urdu.

[Handwritten Signature]



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<p>Wing, and STEDA (Sindh Teacher Education Development Authority) / and others related to ensure alignment with educational policies and frameworks.</p> <ul style="list-style-type: none">• Prepare and present the outline to relevant authorities for endorsement. <p>3. Drafting of the Teachers' Guide and SMC Booklet:</p> <ul style="list-style-type: none">• Create initial drafts for both the Teachers' Guide and the SMC Booklet based on the approved outline.• Engage with experts from PITE, Curriculum Wing, STEDA and UNICEF to review the drafts.• Revise and refine the drafts according to the feedback received. <p>4. Finalization and Translation of the Teachers' Guide and SMC Booklet:</p> <ul style="list-style-type: none">• Finalize the Teachers' Guide and SMC Booklet after incorporating all expert feedback.• Facilitate the translation of the finalized documents into Urdu and Sindhi.• Obtain final endorsement from the relevant authorities for both the English and translated versions. <p>5. Preparation and Finalization of Sindh Operational Framework for ADAP:</p> <ul style="list-style-type: none">• Develop a detailed agenda to facilitate meaningful interaction among youths and stakeholders for the review of the draft Sindh Operational Framework for ADAP.• Prepare a comprehensive list of invitees for a stakeholder engagement workshop.• Design and deliver a PowerPoint presentation for the workshop, ensuring clarity and alignment with workshop objectives. <p>6. Stakeholder Workshop Facilitation:</p> <ul style="list-style-type: none">• Facilitate the workshop, encouraging active participation and gathering feedback on the draft Sindh Operational Framework.• Document all feedback and suggestions made by the participants. <p>7. Feedback Integration and Framework Finalization:</p> <ul style="list-style-type: none">• Analyze the feedback obtained from the workshop and incorporate it into the draft Sindh Operational Framework for ADAP.	

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<ul style="list-style-type: none">• Finalize the framework, ensuring it reflects stakeholder input and strengthens its practical relevance. <p>8. Final Production:</p> <ul style="list-style-type: none">• Collaborate with design and editorial teams to finalize and prepare the Sindh Operational Framework for print.• Ensure the final document is accessible and user-friendly for all intended stakeholders.• Deliver print-ready materials for distribution. <p>Duration:</p> <ul style="list-style-type: none">• This consultancy is expected to last for a period of two (02) months, with an option for extension based on project needs and consultant performance.	

The Procuring Agency may reject any bid subject to relevant provision of SPP Rules 2010 and may cancel the CVs process at any time prior to acceptance of bid or proposal as per Rule - 25(i) of said rules of SPP Rules 2010 (Amended to date).

Address for CV submission and further corresponding, please contact

Mujeeb Regman Khatri

Senior Project Manager (SPM)-SESP/RWP

SESP/ RWP Section,Reform Support Unit

School Education & Literacy Department (RSU-SE&LD)

Government of Sindh.

Bungalow No. 47/E-1, Street No. 48th, PECHS Block-6, Shahrah-e-Faisal, Karachi

Phone No: +92 21 33517962

Email: Mujeeb.khatri@rsu-sindh.gov.pk

(JUNAID HAMEED SAMO)

Chief Program Manager

Reform Support Unit,

School Education & Literacy Department

Government of Sindh.