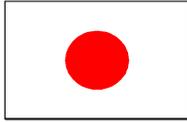


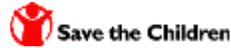
**Japanese Social
Development Fund**



World Bank



Save the Children



**Ministry of
Education and
Training**

Job Profile

Job Title: Technical Consultant specialized in curriculum contextualization - Project
*“Improving quality basic education for ethnic minority children in three
disadvantaged provinces in Vietnam” - (Package No 13)*

Place of Work/Location: Hanoi and project sites

Reports to: **JSDF Project Manager and relevant Directors as required**

Line management responsibility:

Indirect line management: N/A

Budget Responsibility:

Child Protection Level: 3

Introduction

The project *“Improving quality basic education for ethnic minority children in three disadvantaged provinces in Vietnam”* is a project of the Save the Children International and implemented in cooperation with the Ministry of Education and Training (Department of the Ethnic minority education as the lead agency) in the three provinces of Yen Bai, Quang Tri and Dien Bien. The project is funded by a grant from the Japanese Social Development Fund (JSDF Grant No. TF093411), a trust fund administered by the World Bank. The total grant is USD1,809,000. The project runs for 4 years, starting from 2 June 2009.

The overall objective of the project is to assist the government of Vietnam in supporting children aged 5–14 from ethnic minority communities in three provinces of Vietnam to complete a quality primary education and continue their education in lower secondary school.

The project is described in detail in the following documentations:

1. The approved project proposal and project budget from JSDF/World Bank.
2. The Letter Agreement between World Bank, the State Bank of Vietnam and Save the Children UK (now Save the Children International).
3. Procurement Plan.
4. General MOU between SC in Vietnam (now Save the Children International) and Ministry of Education and Training

Introduction

The three years project *“Improving quality basic education for ethnic minority children in three disadvantaged provinces in Vietnam”* is a joint project of the Save the Children and

implemented in cooperation with the Ministry of Education and Training (Department of the Ethnic minority education as the lead agency) in the three provinces of Yen Bai, Quang Tri and Dien Bien. The project is funded by a grant from the Japanese Social Development Fund (JSDF Grant No. TF093411), a trust fund managed by the World Bank. The total grant is USD1,809,000.

The overall objective of the project is to assist the government of Vietnam in supporting children aged 5–14 from ethnic minority communities in three provinces of Vietnam to complete a quality primary education and continue their education in lower secondary school.

The project is described in detail in the following documentations: :

5. The approved project proposal and project budget from JSDF/World Bank.
6. The Letter Agreement between World Bank, the State Bank of Vietnam and Save the Children UK (now Save the Children International).
7. Procurement Plan.
8. General MOU between SC in Vietnam (now Save the Children International) and Ministry of Education and Training

Main tasks

The main task of this consultant is to work closely with project partners and other consultant to i) review the existing primary curriculum and identify needs for adaptation to meet the different needs of ethnic minority students in project areas and ii) provide technical support to teachers in analyzing issues related to existing curriculum which are obstacles to improving children's learning outcome and iii) provide technical support to teachers in the development and use of contextualized teaching and learning materials. The overall objective is to improve quality basic education especially primary education, and smooth transitions from preschool to primary and from primary to lower secondary school. The consultant also has to ensure the harmonisation with other components contributing the project's successful implementation.

Key accountabilities

Technical

- To collaborate with other technical consultants to identify issues in teaching and learning in project areas related to existing curriculum
- To work with local teachers in reviewing national curriculum and identify needs for adaptation
- To provide technical support to teachers in analyzing curriculum issues which affect children's learning outcome
- To provide technical support to teachers in the development and use of contextualized teaching and learning materials
- To ensure the developed activities to be relevant with the local needs and children right fulfillment;

Reporting

- To produce internal reports of the assigned activities in a timely manner.

General accountability

- To comply with the requirements of Save the Children's Child Protection Policy to ensure maximum protection for children.
- To comply with the confidentiality policies of Save the Children, World Bank, JSDF and Ministry of Education and Training

Expected outputs

- 06 learning and teaching materials adapted to local context and relevant to EM students in project areas are developed and used by teachers
- Monthly technical support and coaching for teachers in the project sites during school year as proposed in the consultant's working plan (08 coaching/training trips in total)
- Report after each training/coaching activity

Working relationships

The Consultant reports directly to the JSDF Project Manager and might report to relevant Directors as required.

Working contacts

- **Internal:** Staff in education sector, other programmer staff.
- **External:** Project partners at provincial and district levels (Yen Bai, Quang Tri, Dien Bien)

Location

Save the Children's office, Hanoi and project sites

Person specification

- Master Degree in education, especially in primary education
- Experience/knowledge on inclusive education is essential
- Minimum 5 years experience in education projects, especially for disadvantaged areas
- Experience of curriculum contextualization, materials development
- Demonstrated experience in training design, training skills, implementation monitoring and evaluation
- Working knowledge of education policies and practice, especially in primary education
- Experience to work with central government partners, especially with Ministry of Education and Training
- Strong communication, facilitation and teamwork skills
- Computer literate is a must and be able to self- service for routine office purposes
- English skill is preferable

- A proven commitment to children's rights and equality of opportunity

Contractual conditions

- This appointment is of **10 month duration, based on the World Bank consultant contract.**
- Time: the consultant will not work over 15 days/month
- **Other conditions: Start date:** ASAP or in August 2012.
- **Travel:** This post is based in **Hanoi** city with frequent travels to project locations.

Commitment to Child Protection

All staff and consultants must be familiar with the SC Child Protection Policy and be aware of the problem of abuse and the risks to children. This means raising any concerns you may have about the safety of children and/or the behaviour of adults. All contacts with children must be consistent with the Code of Conduct described in the policy.