**Terms of Reference: Revision of National Literacy Curriculum consultancy**

**Background**

 Upon completion of its sixth year of implementation, the Ministry of Education’s Literacy Department (LD) will lead an evaluation and revision process of the national curriculum framework, the national literacy primer and all other supplementary materials. In continued efforts to provide the highest quality of literacy education to the people of Afghanistan, stakeholders will examine the objectives and content of the current national curriculum framework as well as the national literacy primer for basic and post-literacy, teacher training guide and all other supplementary material.

 Drawing upon the expertise of the LD’s Curriculum Department, the scope of the activities will focus on involving all stakeholders participating in literacy programs across Afghanistan. The activities should primarily provide technical input that can be applied immediately to the current literacy education practiced in the country, in addition to recommendations that could be applied to longer-term improvement of the quality of literacy education in Afghanistan.

**Scope of Work**

The consultant will be working with LD and other literacy partners to provide technical assistance to the revision process and to build capacity of LD staff to able them to conduct the revision process by themself in the future.

In addition, the consultant will be acting as the liaison between LD, UNESCO and LIFE members in Afghanistan.  The Literacy Initiative for Empowerment (LIFE) is a strategic framework for collaborative action aimed at enhance and harmonizing literacy efforts globally. LIFE targets the 35 countries that have a literacy rate of less than 50% or countries where the adult population without literacy skills exceeds 10 million.

**Main tasks**

   **Task 1: Review of Curriculum framework** (for basic and post-literacy)

  Review and analysis of national curriculum framework (inputs/feedback from learners, facilitators and other organizations will be collected) with particular focus on ‘competency’ and ‘topics’

  Conduct a workshop in consultation with LD and LIFE partners and develop recommendations

Note: integration of literacy skills into the National Qualification Framework (NQF) needs to be considered.

   **Task 2: Provide Technical Assistance to conduct a needs assessment:**

 Working with the Literacy Department (LD) and LIFE members, lead the needs assessment process;

 Lead train-the-trainer workshop on how to conduct needs assessment;

 Help organizations analyse the collected data;

 Produce a report that will be presented to the Literacy Department

   **Task 3: Provide Technical Assistance to conduct drafting of Curriculum Framework**:

  Working with curriculum revision task force, lead the writing of draft curriculum framework;

 Under the guidance of LD, conduct a workshop to present draft framework to LIFE members;

 Incorporate feedback into draft framework;

 With the LD, finalise curriculum framework.

**Deliverables**

a)      Report on analysis of current Curriculum Framework

b)      Needs assessment instruments and report of collected data

c)       Draft and final versions of curriculum framework

d)      Capacity development of LD’s Curriculum Department

**Competencies**

         Excellent planning and facilitation skills;

         Cultural awareness and sensitivity;

         Ability to handle multiple tasks simultaneously and flexibly;

         Ability to research, analyze and present complex information;

         Ability to establish and maintain strong and effective working relationships;

         Strong interpersonal, teamwork and communication skills;

         Strong analytical and presentation skills;

         Knowledge of Dari or Pashto (desirable);

         Good command of English (both oral and written);

**Qualifications**

An advance university degree (PhD level) in the area of Education, Curriculum Development, Literacy or related field;

At least seven (7) years of experience in development, assessment and evaluation of curriculum, teaching and learning resources required;

 Professional experience working in Afghanistan or conflict-affected areas highly desirable;

 Thorough understanding of the issues surrounding development of educational institutions in transitional countries; and

 Demonstrated ability to work closely with LD’s Curriculum Department and mentor a diverse team.

**Evaluation Criteria**

         Expertise and experience of the consultant

         Interviews by the seleceted panels consist of LD's Deputy Minister, UNESCO, etc. with shortlisted applicants

**Additional information**

Duration of contract: 1 year

Level of Salary: P4 Level

Start date: ASAP

Duty station:  Ministry of Education, Department of Literacy, Kabul, Afghanistan with possible field visits

Living arrangements: The consultant will stay at UN approved accommodations, an allowance to cover the full cost of housing will be provided.

Closing date: 10 August 2011

 Interested applicants should forward salary expectations, a curriculum vitae and letter of interest to Ms. Yukiko Matsuyoshi ([y.matsuyoshi@unesco.org](mailto:y.matsuyoshi@unesco.org)) and Mr. Noorudin Badri ([n.badri@unesco.org](mailto:n.badri@unesco.org))