

Terms of Reference (ToR)

for the

Recruitment of a National Consultant to Support the Strengthening of the Educational Management Information System (EMIS) in The Gambia

I. Context

UNESCO Multi sectoral Regional Office for West Africa (Sahel) in Dakar has partnered with the Gambian Ministry of Higher Education, Research, Science and Technology (MoHERST), the Ministry of Basic and Secondary Education (MoBSE), the Gambia Bureau of Statistics (GBoS) and the Gambia Technical Training Institute (GTTI), amongst others. The objective of such collaboration is to reinforce the TVET system in the country through the implementation of the Youth Empowerment through Technical and Vocational Education and Training (TVET) Project in The Gambia. The overall goal of the project funded by the Korea International Cooperation Agency (KOICA) is to create an enabling environment that will give young people, especially girls, a better chance of finding decent employment by providing them with lifelong learning opportunities as recommended by SDGs 4 and 8. The fifth activity of this project is the development of TVET curricula in The Gambia.

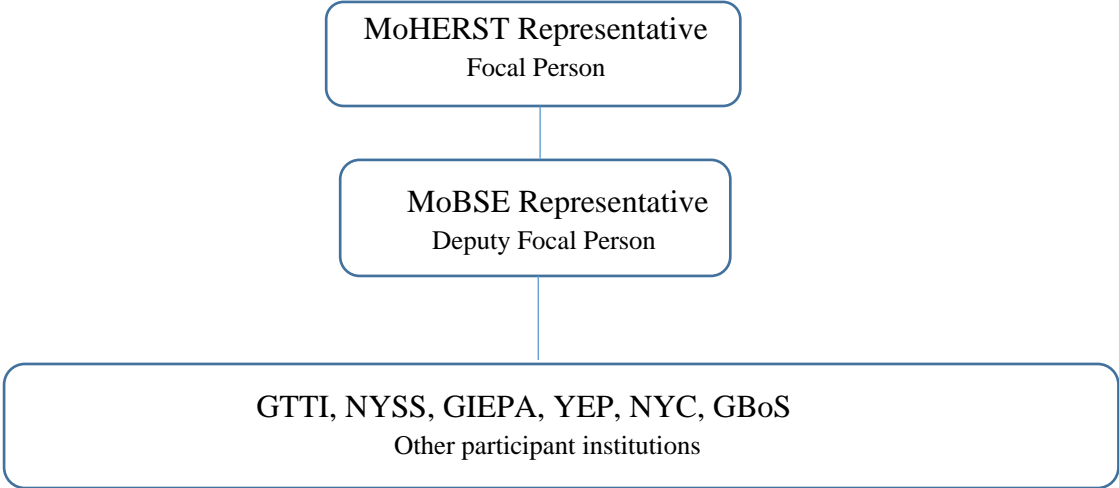
This activity will include the development of a Management Information System, ensuring to also obtain data from students at the secondary level to identify trends in student pathways. In addition to the system itself, it will also include annual data collection and analysis. It aims to strengthen the TVET database that is being developed at higher education level and that is currently being finalized in order to link it to basic and secondary levels as well as include data on the labour market.

An integrated and holistic Education Management Information System (EMIS) is needed in order to improve the management of the Government of The Gambia's new education policy 2017-2030 and the upcoming TVET strategy.

EMIS plays an important role in policy formulation, operational planning and subsequent monitoring of targets through periodic review. The EMIS currently in place in The Gambia has many limits:

- There are currently two sub EMIS: for basic education and the tertiary and higher education including TVET.
- The data collection process mostly covers formal, excluding the non-formal sectors.
- The current form of EMIS does not allow the production of the indicators related to the link between training and labour market.

This activity would contribute to improving the EMIS and deal with the above issues. It should take into account the development of a holistic and integrated Management Information System, ensuring to obtain data from all segments of the education system. In addition to the system itself, it would also include annual data collection and analysis. To ensure its effective and efficient implementation, a National Technical Team as presented below has been set up:



The National Technical Team is in charge of the technical development of the TVET Curricula and thus, together with the consultant/offeror, for the achievement of the goals listed on section II.

It is recognized that members of the National Technical Team are also public officials and private sector professionals, with primary administration responsibilities as well as oversight for several projects. Hence to prevent work overload as well as to ensure the timely implementation of activities, UNESCO will recruit a national consultant/offeror to support this National Technical Team in the achievement of their goals and to build/reinforce the capacity of the National Technical Team through a coaching/mentoring and knowledge and skills sharing, as well as “learning by doing” approach. The national consultant/offeror will involve the National Technical Team in the implementation of all the tasks relevant to the achievement of the deliverables through consultation, meetings, workshops, etc. with the objective of building their capacity and facilitating the tools for them to be able to continue performing EMIS-related activities after the end of the project.

II. Goals of the Consultancy

Main Goal

The final goal of this consultancy is to strengthen the Educational Management Information System (EMIS) of The Gambia with a holistic approach that includes labour market data. In order to achieve the final goal, the consultant/offeror will accomplish the following tasks:

Specific Goals

The missions of the appointed consultant/offeror will be to technically support the national team to:

- ✓ Conduct a needs assessment survey on TVET-MIS within the global EMIS;
- ✓ Formulate the guidelines for TVET data collection within the global EMIS (includes a communication strategy and core indicators for monitoring the TVET system);
- ✓ Design the architecture of the new TVET-MIS within the global EMIS;
- ✓ Develop TVET-MIS within the global EMIS;
- ✓ Review and update the TVET data collection instruments within the global EMIS;
- ✓ Develop a monitoring and evaluation Framework for TVET EMIS.

In order to successfully accomplish his/her missions, the consultant/offeror will in addition liaise with the Project Team based in Dakar and Banjul, especially with the Deputy Project Coordinator present in The Gambia.

III. Activity Implementation Timeline

The implementation timeline is as follows:

Tasks	Implementation Timeline													
	2019							2020				2021		
	M6	M7	M8	M9	M10	M11	M12	Q1	Q2	Q3	Q4	S1	S2	
Conduct a needs assessment Survey on TVET-MIS within the global EMIS														
Formulation of guidelines for TVET data collection within the global EMIS (includes communication strategy and core indicators for monitoring TVET system)														
Design the architecture of the new TVET-MIS within the global EMIS														
Develop TVET-MIS within the global EMIS														
Review and update of TVET data collection instruments within the global EMIS														
Develop a monitoring and evaluation Framework for TVET EMIS														

IV. Desired Profile of the Consultant

- ✓ A Master's Degree in Education, Social Sciences or other relevant field ;
- ✓ A very good knowledge of the Gambian educational context, its issues and opportunities and of the role played by Gambian public and private sector institutions, especially in relation to TVET ;
- ✓ A solid professional background (7 years or more) in the domain of Education Management Information Systems;
- ✓ Very good analytical (conducting surveys and data analysis), synthesis, and report writing skills ;
- ✓ English proficiency, French would be an asset.

V. How to Apply

Applications will be submitted electronically **no later than August 31, 2019** to **Ndeban Joof-Ndong**: n.joof-ndong@unesco.org and **Ana Ruiz**: a.ruiz@unesco.org;

The application file will include:

- The consultant/offeror 's CV;
- A cover letter specifying how the consultant/offeror is qualified to conduct the proposed tasks;
- A Technical Proposal of less than 4 pages defining the processes and timelines for the detailed tasks, working days and a budget proposition for all the activities (including accommodation and travel expenditures if needed) as well as a consultancy fee.