



GOVERNMENT OF KHYBER PAKHTUNKHWA
PROJECT IMPLEMENTATION UNIT
KHYBER PAKHTUNKHWA RURAL ACCESSIBILITY PROJECT
COMMUNICATION & WORKS DEPARTMENT

House No. 14/F(A), Khushal Khan Khattak Road, University Town Peshawar
Phone No.92-91-9224272 E-mail pd-krap@gmail.com

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TERMS OF REFERENCE FOR THE POSITION OF
JUNIOR EDUCATION SPECIALIST

The World Bank-financed Khyber Pakhtunkhwa Rural Accessibility Project (KPRAP) aims to improve safe and climate-resilient all-weather access to schools, health facilities and markets in selected rural districts of the Khyber Pakhtunkhwa (KP) province in Pakistan. The project also aims to improve school participation and regular attendance, through the provision of subsidized transport to schools for girls from marginalized communities in selected districts (Component 2: Safe and affordable school journeys for girls).

In order to provide systematic guidance and support and to ensure implementation of commitments for the inclusion of Out of School girls to be fully benefitted from the project activities the project intends to hire a **Junior Education Specialist** to under the following tasks & responsibilities:

Under the supervision of Project Director through Senior Education Specialist, the **Junior Education Specialist** will:

- Assistance in delivery of Component 2 of KPRAP.
- Assistance in developing a workplan for Component 2 and to provide assistance for overseeing the delivery of the workplan. This will include but not be limited to:
 - Sequencing activities in coordination with other project components
 - Aligning the workplan with the KPRAP PAD, RF and KPRAP M&E team
 - Identifying the activities to be outsourced to consultants and firms, such as surveys, needs assessments etc.
 - Finalizing the workplan in coordination with the Elementary and Secondary Education Department (E&SED).
 - Ensuring timely delivery of workplan activities.
- Assistance in developing the Terms of Reference for all work to be outsourced through Component 2; supervise the work of all consultants and firms contracted to support delivery of Component 2, ensuring timely and high-quality delivery of their outputs.
- Maintain constant coordination with the E&SED and with District Education Offices and key project stakeholders to ensure their feedback and ownership of project activities; and availability of relevant government data to help plan project activities.
- Coordination with donor and development partners on the project activities and other areas of interest to the project.
- Work closely with project team members to ensure project activities comply to gender and safeguards frameworks.
- Ensure the collection of secondary & primary data, its duly recording, analysis and reporting, key expert and key informant and Focus Group Discussions (FGDs) with assistance of consultants and E&SED.
- Coordination with other sector experts especially Gender Expert to incorporate the Gender aspect in formulation policy or implementation of an activity.
- Assess and report in impacts, social inclusion, and mitigation measures to safeguard the specific needs and problems of OOS girls or at risk dropping out girls during subproject implementation.
- Work with the project team to ensure adherence to the education action plan associated with the activities to be executed under Component 2 to address the gender related issues during the project implementation.

- Formulate guidelines for formation of parent groups in the selected areas to ensure sensitization of parents on the importance of girls’ education.
- Assistance in design & facilitate training on for PTCs to facilitate enrolment drive.
- Assistance in developing, coordination and support the project implementation teams in establishing and carrying out monitoring, evaluation, learning and reporting systems.
- Work closely with stakeholders Government of KP E&SED. PTC members etc. to develop data collection and analysis tools for the baseline assessment to guarantee gender and social inclusion considerations for project implementation.
- Support and guide the E&SE Department and other relevant projects and service provider in introducing and exercise a social accountability tool to promote project intervention particularly for enrolment enhancement.
- Any other task relevant to the position and as per requirement assigned by the Project Director & Senior Education Specialist.

Reporting and location of assignment:

The Education Specialist will report to the Project Director through Senior Education Specialist and will be based in PIU, KP-RAP Peshawar.

Functional Competencies

- Excellent knowledge and demonstrated experience of gender equality and empowerment of women.
- Excellent communication and presentation skills.
- Strong knowledge of the region.
- Excellent networking skills.
- Ability to interact with donors, identify and analyze trends, opportunities, and threats to fundraising.
- Ability to interact with stakeholders and participants from various sectors.
- Ability to develop and deliver quality training and education programmes.
- Ability to advocate and provide policy advice through training.
- Excellent analytical skills.
- Ability to write policy papers, speeches, briefing and presentation.
- Strong knowledge of programme development, implementation, results-based management, and reporting.

Recruitment Qualifications	
Education and certification:	• Master’s degree in Development Studies or Social Sciences or equivalent degrees from a reputed university.
Experience:	• At least 7 years progressively responsible experience in social and gender, designing and managing programmes and advocating for enrolment enhancement in a Government Sector especially Education or in reputed Local Non-Governmental Organization/International Non-Governmental Organization. • Demonstrated work experience preferably in developing content research, incorporation of best practices and conducting focus groups for qualitative research. • In depth knowledge of girls’ education and persisting issues and relevant laws, especially for children required. • Experience on similar project and especially work in Developmental projects will be given an advantage. • Experience in programme, policy analysis, and strategic planning. • Experience in developing and delivering training and education programmes. • Experience working with, and building partnerships with governments, donors, and civil society organizations.
Language Requirements:	• Fluency in English & Urdu is required. • Knowledge of the local language (Pashto) is a preference.