

JOB DESCRIPTION

Job description of Education Advisor – MP-I Scale

(1) The Education Advisor will be required to provide advisory and technical support to the E&SED in policy, planning and reforms development and implementation. He/she will support the Department in policy dialogue with Federal and other Provincial Governments and other donors during the development and execution of reforms programmes and play role in monitoring the progress and impact of the programmes. He/she will require not only a good understanding of the country education sector, but also labour market dynamics, economic growth and governance in the sector, as well as proven skills in monitoring and evaluation.

(2) Without prejudice to the generality of clause ‘1’ above, the Education Advisor shall perform the following functions;

- I. Provide high quality and relevant policy and technical advice to the Government of Khyber Pakhtunkhwa related to Elementary and Secondary Education;
- II. Work closely with local and international donors, in the development, implementation and monitoring of the Elementary & Secondary Education Reform Programmes;
- III. Maintaining and strengthening relationships with partners including federal, provincial and district officials, other development partners, NGOs and civil society organisations;
- IV. Maintaining and strengthening E&SED knowledge and in-house expertise on all aspects of education in Pakistan including governance and political developments;
- V. Providing timely and effective advice to stakeholders on all aspects of Education policies and programmes, including governance and management, access to and quality of training, with particular emphasis on improving equity and inclusion;
- VI. Providing advice on additional analytical work relating to skills development in order to inform practical and evidence-based policies and strategies;
- VII. Promoting the emergence, sharing and adoption of best practices;
- VIII. Monitoring and ensuring the effective implementation of the National Curriculum Framework by means of innovative methodologies and approaches, including the extensive adoption of information and communication technologies as pedagogical tools, so that all students receive their educational entitlement according to their potential;
- IX. Ensuring, within established parameters, the appropriate selection and use of teaching and learning resources, services and facilities;
- X. In conjunction with the Directorate of E&SE, ensuring the timely recruitment, induction and continuing professional development of the teaching, managerial, administrative and other support staff according to provincially established criteria and procedures;
- XI. Research and analyse quality, access and governance issues concerning elementary and secondary education in Khyber Pakhtunkhwa; conduct surveys and collect data for the purpose; analyse information; and prepare policy recommendations for the Government;
- XII. Steer the development of Education Sector Plans and reforms agenda of the department;
- XIII. Periodic review of education policies and reforms to assess their relevance, efficiency and effectiveness;
- XIV. Development of policies for public-private partnerships in coordination with the PPP Advisor to achieve goals in respect of guaranteed access of every child to quality education;

- XV. Preparation of policies for economically most efficient use of conditional grants, incentives, scholarships etc.; and
- XVI. Perform any other function assigned by the Secretary E&SED or the Director (ESRU).