**ADVERTISEMENT**

**The Project is looking for:**

 ***Junior NKE for Quality Assurance in Higher Education***

***Project Title:*** EU Support to Reform of Education in Serbia

***Contract no:*** 2019/405-242

***The overall objective of the project:*** To assist the Government of Serbia in implementing reforms in the education sector by improving the quality, equity and relevance of the education and training

***Purpose of the project:*** Strengthening institutional and human capacities of key institutions in the education sector to manage comprehensive education reform; and timely, efficient and effective coordination and implementation of the Sector Reform Performance Contract (SRPC)

***Main tasks:***

NKE Junior expert for Quality Assurance in Higher Educationwill work closely with other relevant Senior experts, especially with SNKE for Quality Assyrance in Higher Education, and support the Team Leader and Project Key Expert 2 in the delivery of activities and outcomes listed in the table below.

|  |  |  |  |
| --- | --- | --- | --- |
| **Sub activity No** | **Task** | **Indicative input:** | **Expected deliverables:** |
| 3.3.1 | **Indicative tasks:***3.3.1.1. Establishing expert working group for analyses of harmonisation level with the Standards and Guidelines for Quality Assurance in the European HE Area* *3.3.1.2. Implementation of the analyses related to harmonisation level with the Standards and Guidelines for Quality Assurance in the European HE Area**3.3.1.3. Development of the Report of review of the level of harmonization and recommendations for harmonization**3.3.1.4. Implementation of a round table with relevant stakeholders in order to discuss, fine-tune and approve recommendations**3.3.1.5. Development of roadmap to increase the level of compliance of NAB with ESG* | 20 wd | * Expert group for analyses of harmonisation level with the Standards and Guidelines for Quality Assurance in the European HE Area established
* Analyses of harmonisation level with the Standards and Guidelines for Quality Assurance in the European HE Area implemented
* Report on review of the level of harmonization and recommendations developed and recommendations drafted
* Round table with relevant stakeholders in order to discuss, fine-tune and approve recommendations held
* The final set of recommendations and roadmap on the implementation of proposed activities for increasing the level of compliance of NAB with ESG developed
 |
| 3.3.2 | *3.3.2.1. Establishing a working group for review of documents and standards regulating the work of NAB and its committees**3.3.2.2. Analysis of the relevant documents* *3.3.2.3. Based on analysis – development of recommendations on improvement of reviewed documents, especially matters concerning conflict of interest and irreconcilable functions and transparency of NAB work (reporting, website etc.)**3.3.2.4. Discussion with NAB steering committee and adoption of recommendations**3.3.2.6. Adoption of reviewed documents by NAB steering committee* | 20 wd | * Working group for review of documents and standards regulating the work of NAB and its committees established
* Analysis of the relevant documents including recommendations on improvement of reviewed documents, especially matters concerning conflict of interest and irreconcilable functions and transparency of NAB work (reporting, website etc.) conducted
* Recommendations adopted by NAB steering committee
* Reviewed documents adopted by NAB steering committee
 |
| 3.3.3 | *3.3.3.1 Establishing expert working group for analysis of documents that regulate the process of accreditation of higher education institutions, study programmes and procedures of external quality control in higher education institutions**3.3.3.2. Work on analysis of documents that regulate the process of accreditation of higher education institutions, study programmes and procedures of external quality control in higher education institutions**3.3.3.3 Development of proposal of Criteria for successful accreditation and monitoring the fulfilment of conditions of work in higher education institutions* *3.3.3.4. Development of proposal of Key input and output indicators of quality and performance of higher education institutions and study programmes**3.3.3.5. Consultations with relevant stakeholders, validation of proposals* | 20 wd | * Expert working group for analysis of documents that regulate the process of accreditation of higher education institutions, study programmes and procedures of external quality control in higher education institutions established
* Document that contains analysis of documents that regulate the process of accreditation of higher education institutions, study programmes and procedures of external quality control in higher education institutions
* Draft Criteria for successful accreditation and monitoring the fulfilment of conditions of work in higher education institutions and Draft Key input and output indicators of quality and performance of higher education institutions and study programmes developed, consulted and validated by relevant stakeholders
 |
| 3.3.5 | *3.3.5.1. In cooperation with NAB and MoESTD develop a list of relevant stakeholders to be consulted and prepare briefs and materials for each topic.* *3.3.5.2. Develop public consultations’ plan including locations, timeline and an optimal number of participants.* *3.3.5.3. Agreement on task distribution and obligations among involved parties (logistics and administration).* *3.3.5.4. Organisation and implementation of two public consultations.* | 20 wd | * Preparatory activities including development of public consultations’ plan and relevant materials completed
* Two public consultations held
 |
| 3.3.6 | *3.3.6.1. Development of a training programme dedicated to familiarisation with revised instruments and mechanisms for accreditation and related training materials as well as an impact evaluation methodology**3.3.6.2. Holding consultations with NAB steering committee on training programme and impact evaluation methodology and obtaining its approval**3.3.6.3. Selection of trainers* *3.3.6.4. Organization and implementation of the training**3.3.6.5. Conduction evaluation of training impact* | 20 wd | * Training programme dedicated to familiarisation with revised instruments and mechanisms for accreditation and related training materials as well as impact evaluation methodology developed
* Training programme and impact evaluation methodology approved by NAB steering committee
* Trainers selected
* Training implemented and report on the training implementation developed
* Evaluation of training impact conducted
 |
| 3.3.7 | *3.3.7.1. Development and implementation of TNA of* reviewers engaged by the Commission for Accreditation3.3.7.2. Drawing conclusions from TNA and identification of topics to be covered within the training programme*3.3.7.3. In accordance with TNA results - Development of training programme for reviewers engaged by the Commission for Accreditation with a specific focus on ethical standards and the minimum standards of quality of reviews in the accreditation of university institutions and study programmes**3.3.7.4. Holding consultations with NAB steering committee and MoESTD on training programme and obtaining their approval* | 20 wd | * TNA of reviewers engaged by the Commission for Accreditation completed and topics to be covered within training programme identified
* Training programme for reviewers engaged by the Commission for Accreditation developed
* Consultations with NAB steering committee and MoESTD conducted and training programme approved
 |
| 3.3.8 | *3.3.8.1. Analysis of NAB capacity building needs and priorities and specific areas for improvement.* *3.3.8.2. Development of capacity building programme (including study visit and consultative meetings with relevant experts)**3.3.8.3. Holding consultations with NAB steering committee and MoESTD on capacity building programme and obtaining their approval**3.3.8.4. Organisation of the study visit* *3.3.8.5. The organisation of consultative meetings in line with the capacity building programme.*  | 20 wd | * Needs assessment report developed and topics for capacity building activities identified
* Capacity building programme discussed and approved by NAB steering committee and MoESTD
* Study visit implemented and report on its implementation developed
* Consultative meetings carried out and reports on consultations developed
 |
| **Total**  |  | **140 WD** |  |

***Note:*** *For more information see the ToR*

***Number of required experts:*** One (1) Junior Non-Key Expert

***Duration of the assignment:*** Up to a total of 140 working days

***Period of assignment:*** April 2020 - February 2022.

***Place of assignment:***  Belgrade, Serbia

***Working language:*** English

***Requirements for the position***

|  |
| --- |
| *Qualifications and skills:** *A University Degree (where a university degree has been awarded on completion of three (3) years of study in a university or equivalent institution) in education, humanities, political science, pedagogy, psychology, andragogy, or other relevant human development subject or at least 5 years of relevant professional experience in addition to relevant General Professional*
* *Proficiency in written and spoken English*
* *Have excellent oral and written communication and analytical skills*
* *Have excellent team working abilities*
* *Strong communication and presentation skills and the ability to transfer his/her knowledge effectively*
* *Knowledge of Serbian language will be considered as an advantage*
 |
| *General Professional Experience:** *At least five (5) years, preferable seven (7) of proven professional experience in education sector*
 |
| *Specific Professional Experience:** *Minimum three (3), preferably five (5) years of experience in:*
* Development of programmes/curricula in Higher Education
* Quality Assurance of Higher Education Institutions
* Monitoring & Evaluation
* Experience in academic national and international cooperation will be considered an advantage
* Experience in competency-based education and training will be considered an advantage
* Knowledge of international practice in Higher Education will be considered an advantage
 |

***Further requirements:***

The selected expert is not a Civil Servant or other staff of the public administration of the beneficiary country.

The deadline for application is:

**21 April 2020, 17:00**

Only short-listed applicants will be contacted.

Please submit the application: CV (EU format), relevant diplomas and employment certificates by email to: ekin.or@weglobal.org, and snezana.pavlovic@weglobal.org

All applications will be considered strictly confidential.

For more information, please contact: snezana.pavlovic@weglobal.org