**TOR FOR MONITORING AND EVALUATION SPECIALIST – IN SERVICE TEACHER DEVELOPMENT PROJECT (ISTEP) SUDAN**

**Programme background**

The British Council In-Service Teacher Development Project (ISTEP) Sudan is one component of the wider Education Quality Improvement Project (EQUIP) Sudan, funded by the European Union Trust Fund (EUTF). EQUIP has the following objectives.

**Overall objective**

To address the root causes of irregular migration by strengthening resilience, tackling exclusion, and preventing radicalization through strengthening basic education services, improving quality in the classroom, and increasing the capacity and capability of education systems in the seven states in Sudan hosting displaced persons and migrants, as well as at federal levels.

**Specific Objectives**

To increase access to quality basic education and to enable basic education school teachers to support students to play an active role in the global economy.

Access and retention rates in targeted schools will be used to measure the overall effectiveness of the programme.

The British Council will work alongside four other implementing partners to contribute to the achievement of these objectives. The result area for ISTEP is ‘Curriculum development and teacher training be improved through higher quality provision of In-service Teacher Education.’ The project will focus on in-service teacher development for basic school teachers of the new Science, Maths and English curriculum in seven states of Sudan.

**The ISTEP programme outputs**

* The establishment of an appropriate in-service continuing professional development framework within which basic school teachers are trained to an accepted and agreed benchmark level of competence
* Increased capacity of the federal and state Ministries of Education to enable them to efficiently administer and monitor in-service training
* A cadre of 185 qualified trainers across the seven states
* 6,500 basic school teachers of English, Maths and Science qualified to teach the new curriculum across the seven states
* Increased capacity of 185 inspectors and supervisors to independently run and manage the training in the seven states

**Scope of work**  
The consultancy will support the ISTEP team in the creation of a rigorous and practical monitoring and evaluation (M&E) framework which can be used to track progress towards the objectives of the ISTEP programme. This will include strengthening the logframe and developing feasible and verifiable indicators for inclusion in the M&E framework to support the measurement of programme outputs and results.

**Phase 1**

Design tools and date collection – ISTEP aims to combine needs analysis and baseline surveys, with small groups of data collectors being trained and standardised in Khartoum and then sent to each state to gather data. The primary focus of this data collection will be on teacher competency, examining teachers’ subject knowledge in English, Maths and Science as well as classroom practice. The consultant will expand and develop the basic M&E framework into an M&E system and develop appropriate tools and instruments for evaluation of the processes, effects and results of the programme which can be used across the three years of the programme, at midline and endline. The plan should include relevant practical procedures, tools, and measures to evaluate impact and capture reach.

Data analysis, production of needs analysis and baseline reports for EU and external stakeholders. The baseline report will define the current level of competency of the teachers establish the baseline and set achievable project targets. The needs analysis data will also feed into the project and teacher education materials design.

**Phase 2**

Minimal redesign of tools (lessons learned from baseline study, oversight of midline data collections, data analysis and production of midline report for EU and external stakeholders. Recommendations for changes in project design if required.

**Phase 3**

Minimal redesign of tools (lessons learned from midline), oversight of endline data collections, data analysis and production of final evaluation report. The final report will also include recommendations for the Federal Ministry of Education and State Ministries of Education on how the programme can be continued post EQUIP.

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**Methodology and processes**

The M&E framework and system development entails the following processes:

* Comprehensive desk review of all relevant documents – logframe, description of the action and other relevant project documentation
* The consultant will be required to travel to Khartoum to plan and facilitate the initial needs analysis and baseline survey and final evaluations
* Deliver capacity building activities for the data collection team and ISTEP project team - training and familiarisation with the M&E framework baseline study requirements and impact reporting.

**Time Frame**

The assignment will be for 25 days for phase 1, 10 days for phase 2 and 10 days for phase 3.

Phase 1 to be completed by the end of May 2018.

Phase 2 and 3 timelines will be based upon consultations with the Ministry of Education, other implementing partners and the EU Delegation over the next few weeks.

**Reporting and Presentation**

The consultant will:

* Develop an M&E framework with appropriate instruments and tools in collaboration with the ISTEP project team and partner liaisons
* Input on training and standardisation for data collection teams in Sudan
* Complete the data analysis, needs analysis and baseline reports in line with set reporting standards
* Complete the data analysis, midline and endline report in line with set reporting standards.

**Copyright and ownership of data**   
Copyright of the final version of the M&E framework, data, reports and all other information lie with the British Council.

**Confidentiality**

All the outputs e.g. M&E framework, baseline study guidelines etc. produced by this assignment will be treated as the EQUIP partners’ property. So the above mentioned outputs or any part of it cannot be sold, used or reproduced in any manner by the assigned consultant without prior permission from the partners.

**Qualifications and experience required**

Essential

* Proven experience of working with international organisations and/or government agencies on monitoring and evaluation for the education sector.
* Knowledge and understanding of EU programmes and requirements
* Experience in working in the education sector and in particular on teacher development projects
* Experience in monitoring and evaluation of complex EU funded projects in development or low income contexts
* Significant professional background in M&E with a minimum of 8 years’ experience in M&E
* Strong analytical aptitude and effective interpersonal, communication and reporting skills

**Desirable**

* Experience of developing M&E frameworks for multi-country interventions
* Master’s Degree or equivalent in a relevant subject