**SKILLS DEVELOPMENT AND INNOVATION SUPPORT PROJECT (SDISP)**

**TERMS OF REFERENCE**

**for**

**IT Consultant**

**in the Unit for strategic planning, monitoring of the implementation of the strategy and analysis within the Ministry of Education and Science**

1. **BACKGROUND**

The Government of Republic of North Macedonia has received a loan from the International Bank for Reconstruction and Development- World Bank for implementing the Skills Development and Innovation Support Project (SDISP). The Project will support interventions which foster education and skills relevant to the job market, and enhance the innovation capacity and activity of firms in North Macedonia. It will also address key missing elements of the North Macedonian innovation system and ailing aspects of the research sector that are likely to be vital for improving the competitiveness of the enterprise sector and North Macedonia’s longer term economic growth prospects. It will also help improve absorption of EU funds earmarked for innovation activities. The Project Development Objective (PDO) is to improve transparency of resource allocation and promote accountability in higher education, enhance the relevance of secondary technical vocational education, and support innovation capacity in North Macedonia.

The Project’s direct beneficiaries include around students, teaching and management staff from technical vocational education and training institutions who would receive a new curriculum and practical training facilities, as well as training on management, planning, and process improvement capacity; students and staff of universities, research institutions and enterprises will benefit from: (i) the implementation of quality assurance mechanisms and financing reform in higher education (HE); (ii) grants promoting R&D and innovation; and (iii) technology commercialization, global know-how absorption, and industry- university collaboration fostered by the National Technology Transfer Office (NTTO).

Furthermore, the Ministry of Education and Science is in its final phase of designing the Primary Education Improvement Project which will focus on three main elements that need to be aligned in order to be complementary to each other. Two are system-level reforms, to do with developing a comprehensive national assessment program and putting into practice professional competences, that would create the necessary enabling conditions, so the school teams are empowered with data on learning and up-to-date training; the third focuses on school-level interventions.

1. **SPECIFIC BACKGROUND**

Within the Ministry of Education and Science, and as direct support to the Minister, a Unit for strategic planning, monitoring of the implementation of the strategy and analysis has been established. This unit has specific purpose of supporting the Ministry in taking important decisions by preparing analyses and statistics regarding the Ministry operations, as well as monitoring the implementation of the interventions.

1. **OBJECTIVE OF THE ASINGMENT**

The purpose of this assignment is to hire an individual consultant to strengthen the capacity of the Unit for strategic planning, monitoring of the implementation of the strategy and analysis within the MoES, as a tool for creation of policies that will improve the education system in North Macedonia.

1. **SPECIFIC TASKS**

The IT consultant within the Unit for strategic planning, monitoring of the implementation of the strategy and analysis should perform the following activities:

* Assessment of education data, i.e. the data contained in: Education Management Information System - EMIS/ Electronic system for administrative work of schools - ESARU, E- diary system, students scholarship and students dormitory accommodation system , , and other data;
* Assessment of organization of data bases established in the education systems (EMIS/ESARU, E-diary and students scholarship and students dormitory accommodation system);
* Supporting the implementation of the national platform for distance learning that need to be developed;
* Assessment and follow up of the work processes and reporting requirements for administration of data in the fields of primary, secondary and higher education;
* Collection, updating, systematization, processing and analysis of data in the fields of primary, secondary and higher education;-
* Identify IT opportunities and recommend solutions that will enhance or improve current business processes and systems;
* Assist on projects or special initiatives as assigned;
* Other data analysis required for the Ministry’s operations;
* Other IT related activities.
1. **REPORTING OBLIGATIONS**

The Consultant shall regularly debrief the Minister for Education and Science and SDIS Project Director on the progress in respect to the contract obligations performed.

1. **MINIMUM QUALIFICATIONS**

The Consultant should have the following experience and qualifications:

* B.Sc. degree in Information Technology/Computer Science/Information systems, or related; Advanced degree will be considered as an advantage;
* Minimum of 5 years of experience in public information systems development, implementation and usage;
* Minimum of 5 years of experience in development and implementation of software and database systems, using technologies such as .Net, Java, MS SQL, PostgreSql, Informix and etc. ;
* Minimum 5 years of experience in data integration, development of web services, crosschecks and data normalization between state and private institutions.
* Knowledge of statistical software, software for management of databases and knowledge of program languages will be considered an advantage;
* Minimum of 5 years of experience in data analysis and other activities related to preparation of statistics, survey analysis, policy evaluation and data forecasting;
* The Consultant must be fluent in the Macedonian and English language.
1. **CONTRACT ARRANGEMENTS AND DURATION OF ASSIGNMENT**

The Consultant will work under a time-based contract. The assignment will be full time, working 8 hours a day on the regular business days in North Macedonia. The contract duration shall be until April 30, 2021.