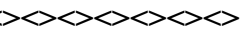
Government of Pakistan
Ministry of Federal Education & Professional Training



TERMS OF REFERENCE (ToR)

Consultant – Education Policy, Planning and Reforms

Position Title	Consultant – Education Policy, Planning and Reforms
Engaging Organization	Ministry of Federal Education & Professional Training (MoFE&PT), Government of Pakistan
Reporting To	Additional Secretary, MoFE&PT, / National Project Director (ASPIRE)
Duration	Six (6) months, extendable subject to approval

1. Background and Context

The Ministry of Federal Education & Professional Training (MoFE&PT), Government of Pakistan, places strong importance on education as a key priority for national development and is committed to strengthening the education sector through effective policy formulation, coordination, and reforms. In this role, the Ministry facilitates coordination between the Federal Government and Provincial Governments to promote collaboration, and effective efforts towards educational initiatives across the country. The education sector of Pakistan faces challenges related to access, quality, equity, foundational learning and curriculum effectiveness . In support of national education priorities, Sustainable Development Goal 4 (SDG-4) and ongoing sector reforms, the Ministry of Federal Education and Professional Training seeks to engage a senior technical expert as a short-term consultant to provide policy and technical advice for strengthening education delivery system focused towards learning outcome.

2. Objectives of the Assignment

The overall objective of the assignment is to provide strategic and technical advisory support to MoFE&PT on matter related to education policy and reform. Specific objectives include:

1. To support the Ministry of Federal Education and Professional Training in the formulation, review and implementation of Federal education policies, strategies and frameworks etc.
2. To provide technical support in respect of curriculum reforms, standards development and policy alignment at federal and provincial levels.
3. To strengthen the Ministry of Federal Education and Professional Training's capacity for evidence-based sector planning and coordination with provincial education departments and relevant stakeholders including development partners.
4. To facilitate effective coordination and consensus-building among federal and provincial stakeholders on education reform priorities and significant educational matters such as curriculum revisions, foundational learning.
5. To support preparation of technical documents, project concepts and briefs related to important education related priority areas.

3. Scope of Work

The Consultant will work under the overall guidance of the Additional Secretary, MoFE&PT / National project Director (ASPIRE) or any officer designated by him. The scope of work covers, but is not limited to, the following thematic areas:

- Federal Education policy formulation, review and implementation support with one of the focus areas being foundational learning.
- Education sector planning, including support to sector analyses, sector plans and related program documents.
- Coordination and liaison with provincial education departments, development partners and other stakeholders.
- Research, analysis and evidence generation to inform policy and planning decisions.
- Preparation of concept notes, program documents and technical inputs on priority areas.

4. Specific Duties and Responsibilities

Under the scope defined above, the Consultant shall be responsible for the following specific duties:

1. Provide technical advice on the development, review and finalization of education policies, strategies, regulatory frameworks and reform initiatives, including emerging sector issues and policy responses.

2. Advice and contribute to education sector analyses, sector plans, implementation frameworks and other strategic documents, and advise on alignment with national and provincial education priorities and interventions.

3. Review education-sector data, research, assessments and evaluations to inform policy, planning and program recommendations, and assess education-sector strategies and interventions to identify implementation gaps and areas for improvement.

4. Conduct or oversee institutional capacity assessments and advise on institutional structures, functions, processes and coordination mechanisms, including institutional strengthening and capacity-development plans.

5. Advise on linkages between education policy, sector planning and implementation, and recommend measures to strengthen education-sector performance and institutional effectiveness.

6. Support coordination and technical engagement with federal and provincial education departments, relevant institutions, stakeholders and development partners through consultations, policy dialogues, workshops, meetings and inter-governmental forums on education-sector program and reforms.

7. Prepare technical reports, policy briefs, briefing notes, presentations and other materials for senior officials and relevant forums, and provide technical inputs to the design, review and assessment of education-sector programmes and interventions.

8. Undertake other related technical assignments within the scope of the consultancy, as assigned by the competent authority.

5. Qualifications and Experience Required

Education

- Master's degree in Education policy or Public Policy or related Social Sciences from a recognized national or international university.

Professional Experience

- A minimum of 20 years of progressively responsible professional experience in public policy, education sector planning and reform, with substantial experience at national and sub-national levels in Pakistan.
- Proven track record of managing or contributing to assignments funded or supported by multilateral and bilateral international development partners or donor agencies.
- Experience in institutional capacity assessment and organizational strengthening in the education sector.
- Experience in conducting or overseeing education-sector studies, assessments, evaluations and research.
- Experience in leading teams and producing high-quality sector plans, policy documents, and evaluation or research reports.
- Demonstrated experience of working with, federal and all provinces of Pakistan in the education sector will be given preference.

Skills and Competencies

- Strong analytical, policy formulation and strategic planning skills, with sound understanding of Pakistan's education governance structures at federal and provincial levels.
- Excellent report-writing and communication skills in English and Urdu, with the ability to produce high-quality technical and policy documents for senior government and development partner audiences.
- Strong stakeholder engagement, facilitation and consensus-building skills, including experience conducting multi-stakeholder consultations and workshops.
- Sound understanding of results-based planning, monitoring and evaluation frameworks, and public sector financial/programmatic processes in Pakistan.
- Demonstrated integrity, professionalism, and ability to work independently while coordinating effectively with government counterparts and development partners.