

**TEACHERS SERVICE COMMISSION**



**SECONDARY EDUCATION QUALITY IMPROVEMENT  
PROJECT (SEQIP)**

**TERMS OF REFERENCE FOR SUBJECT EXPERT**

**THE TEACHERS SERVICE COMMISSION IS INVITING INTERESTED PERSONS TO  
SUBMIT APPLICATION FOR SUBJECT EXPERT TO THE TEACHERS' SERVICE  
COMMISSION**

**16<sup>TH</sup> APRIL 2019  
NAIROBI**

## **BACKGROUND INFORMATION**

The Teacher Service Commission (TSC) is implementing part of the component 1 of the Secondary Education Quality Improvement Project (SEQIP) on ‘improving the quality of teaching in targeted areas’. The project development objective (PDO) is to improve student learning in secondary education and transition from primary to secondary in targeted areas. The PDO will be measured through the following performance indicators both in aggregate and separately for boys and girls: (i) average test scores in Science and Mathematics subjects at form 2 in public schools in targeted sub-counties. These terms of reference refer to subcomponent 1.2 on enhancing teacher professional development.

## **DESCRIPTION OF REQUESTED SERVICES**

The subject expert will be required to spearhead the coordination and development of school-based teacher support system (SBTSS) programmes in accordance with Project Appraisal Document and in consultation with the project coordinating units; The subject expert duties and responsibilities shall entail:

- i. developing course content and training manuals and ensuring their quality;
- ii. preparing individual work plans;
- iii. developing relevant training materials and equipment;
- iv. facilitating training sessions;
- v. conducting monitoring and evaluation of training activities at all levels;
- vi. conducting research;
- vii. integrating ICT and mainstreaming special needs education in the area of specialization; and
- viii. preparing and disseminating training reports.

NB: The subject expert will be expected to be available on full time basis during the training

### **Duration of service**

The above defined service will be undertaken for twelve months from the date of signing the contract

## **TERMS OF PARTICIPATION**

The interested applicant is to submit the following documents in English language:

1. Application for the requested service (max 2 pages)
2. Current curriculum Vitae including list of relevant trainings conducted and references

**The documents should be sent by mail/hand delivered to respective TSC County Directors not later than 30<sup>th</sup> April 2019:**

**See attached list of the 30 targeted counties on page 3**

## **TERMS OF SERVICE**

1. Name of client is Teachers Service Commission
2. The appointment shall commence on the date of signing the contract

3. The appointment is a one-year renewable contract. However; circumstances may dictate an earlier termination.
4. The title of the appointment is education technologist
5. The service will be provided during stipulated times in the year
6. The working hours are 8 per day starting 8.00 am to 5.00 p.m
7. The TSC will pay an agreed amount for the number of days the service is provided.
8. There are no collective agreements which directly affect the terms of service

### **CRITERIA FOR SELECTING SUBJECT EXPERTS**

To qualify as a subject expert, one must satisfy the following basic requirements:

- a) Bachelors degree in Education with a major in the area of specialization or its equivalent qualification from a recognized institution;
- b) Served as a teacher for at least 5 years;
- c) Demonstrated proficiency in computer use and ability to develop digital teaching and learning content.

#### **Added advantage**

- a. SMASE Trainer
- b. Resourcefulness in terms of publication of academic papers, books and periodicals in a relevant subject area
- c. Kenya National Examination Council examiner

### **PERFORMANCE STANDARDS**

The performance of the successful subject experts will be measured against the following standards.

1. Increased teacher mastery of subject content and pedagogical content knowledge
2. improved average student test scores in science, mathematics and English subjects at form 2 in public schools in targeted sub-counties
3. improved average pupil test scores in science, mathematics and English subjects at class 7 and 8 in public schools in targeted sub-counties

### **LIST OF 30 TARGETED COUNTIES**

<b>S/NO</b>	<b>COUNTY</b>
1	BARINGO
2	BOMET
3	BUNGOMA
4	BUSIA
5	ELGEYO MARAKWET
6	GARISSA
7	HOMABAY
8	ISIOLO
9	KAJIADO
10	KAKAMEGA
11	KILIFI

12	KISII
13	KITUI
14	KWALE
15	LAIKIPIA
16	MACHAKOS
17	MAKUENI
18	MANDERA
19	MARSABIT
20	MIGORI
21	MURANGA
22	NANDI
23	NAROK
24	SAMBURU
25	TAITA TAVETA
26	TANA RIVER
27	THARAKA NITHI
28	TURKANA
29	WAJIR
30	WEST POKOT
	<b>GRAND TOTAL</b>