



Punjab Higher Education Commission

INDIVIDUAL CONSULTANT REQUIRED FOR SHORT TERM CONSULTANCY

The Punjab Higher Education Commission (PHEC) is committed to enhancing the quality of teaching in Punjab through the introduction of the licensing exams for teachers. PHEC seeks to hire (for short i.e. 150 days) the services of a qualified individual to develop a comprehensive policy document along with Teachers' Licensing Bill and a training manual aligned with the provisions of the proposed Bill. The interested individuals can obtain TORs and other related information from the website of Punjab Higher Education Commission (www.punjabhec.gov.pk).

Emoluments: Rs. 500,000/- PKR (Lump sum) exclusive of taxes.

The prospective consultant can submit his/her CVs along with execution proposal up to 14.10.2023 (Saturday) at 05:00 pm, through email at asif.munir@punjabhec.gov.pk

Director Training
Punjab Higher Education Commission,
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Ph. No. 042-99233249 Ext 107

Teachers' Licensing Policy

Hiring of Individual Consultants for Drafting of Policy Paper and Training Manual

Background and Objectives

The recruitment of teachers (Lecturers and Assistant Professors) at public sector colleges in Punjab is carried out by the Punjab Public Service Commission (PPSC). This process involves a subject-specific written examination followed by an interview. While the PPSC is committed to ensuring the selection of the most qualified candidates based on merit, its current approach primarily focuses on assessing the candidates' knowledge and communication skills.

However, it's important to recognize that teaching encompasses more than just knowledge and communication abilities. It equally emphasizes the importance of andragogic/pedagogic skills, instructional methodologies, assessment strategies, and the provision of necessary tools and techniques for effective teaching etc. There is an urgent need to provide training to teachers in these areas to develop a highly capable group of educators within the province.

Punjab Higher Education Commission (PHEC) is committed to enhance the quality of teaching in Punjab sector through the introduction of the Teachers Licensing. This aims to establish rigorous standards for teacher qualifications and licensing, ensuring higher levels of competence and professionalism in the higher education sector.

PHEC seeks to engage the expertise of a qualified individuals to develop a comprehensive policy paper outlining the key provisions, principles, and guidelines, as well as to designing a training manual including its implementation plan in line with the guidelines of the policy document.

Scope of Work and Deliverables:

In consultation with relevant stakeholders, the individual Consultants will be responsible for the following tasks:

A. Drafting of Policy Paper:

- a. Conduct a comparative analysis of similar licensing systems in other provinces, regions or countries, highlighting best practices and lessons learned.
- b. Draft a comprehensive policy that outlines the key components of the Teachers Licensing, including eligibility criteria, assessment procedures, fees, renewal requirements, and consequences for non-compliance.
- c. Ensure that the policy paper aligns with the educational goals and objectives of the Govt. of the Punjab and Punjab Higher Education Commission while promoting quality teaching and professional development.

B. Drafting of Training Manual:

- a. Collaborate with PHEC and relevant stakeholders to identify the training needs and preferences of teachers, and educational institutions.
- b. Develop a detailed training manual that breaks down the provisions of the Teachers Licensing policy, offering step-by-step guidance on the licensing process, required documentation, and evaluation criteria.
- c. Include practical examples, case studies, and interactive exercises in the manual to enhance understanding and engagement.
- d. Incorporate feedback from PHEC and stakeholders to ensure the accuracy, relevance, and comprehensiveness of the training manual.

Deliverables:

- a. Comprehensive Policy Paper for the Teachers Licensing, including an executive summary, implementation framework, and references.
- b. In-depth Training Manual for implementing the Teachers Licensing policy, with interactive elements, and examples.
- c. Assessment Questionnaire/ Question Bank for Teachers licensing

Timeline:

The consultancy assignment is expected to be completed within 150 days from the contract signing date.

Qualifications and Expertise:

The individual consultants should have the following qualifications and expertise:

- a. PhD in Education and related disciplines along with 20 years of experience in higher education sector with a strong knack in policy development.
- b. Familiarity with teacher licensing systems and educational quality standards.
- c. Strong research and analytical skills, with the ability to synthesize complex information into accessible content.

- d. Excellent communication skills to engage with diverse stakeholders and incorporate their feedback effectively.

Reporting and Communication:

The individual consultants will report to the designated authority at PHEC and participate in regular progress meetings to provide updates and seek clarification on tasks.

Selection Criteria:

- a. Education level and achievements.,
- b. Relevant experience and expertise in educational policy development and teacher licensing systems.
- c. Quality and relevance of past work related to policy drafting and educational reform.
- d. Understanding of the local educational context and alignment with PHEC's goals.

Submission of Proposals:

Interested individual consultants should submit their detailed proposals, including a technical and financial proposal, no later than October 14, 2023.

Emoluments

The successful individual consultant will be awarded an emolument of Rs. 500,000/- (Lump Sum) for his/her services.

Contact Information:

For inquiries and clarifications, please contact Dr. Muhammad Asif Munir, Director Training PHEC at asif.munir@punjabhec.gov.pk