

Terms of Reference

Development of IEC Materials

Consultants Required: 1

Centre for Governance and Public Accountability (CGPA) requires services of **one** technical expert for development of IEC material for improving education sector governance/budgeting in Khyber Pakhtunkhwa (KP).

Introduction to the Organization

CGPA is not-for-profit, non-governmental and non-partisan civil society organization. CGPA works for development in Khyber Pakhtunkhwa (KP) province and Federally Administered Tribal Areas (FATA) through governance focused and rights based approaches. CGPA is based in Peshawar, and is registered under the Societies Registration Act, 1860.

Introduction to the Project

The technical assistance is required under the project 'Improving Social Accountability in Education Sector in KP'. The project is funded by UKaid under Ilm Ideas' Voice and Accountability Fund, managed by DAI-Europe. The project aims to contribute to Ilm Ideas' objective 'Enhanced Transparency, Accountability and Improved Governance in the Education Sector'. The project has following four objectives:

1. Evidence generated depicting issues in education sector budgeting in KP through education budgets analysis and field research.
2. Media reporting on education financing improved and education budget related work mainstreamed in working of selected CSOs in target districts.
3. Community awareness in focused areas raised on issues related to education financing and mobilized to hold district education officers/education service providers accountable and responsive
4. Education Policy community at district and province level are made accountable and responsive regarding education sector financing

The focused geographical areas of the project are Nowshera, Peshawar and Charsadda Districts.

Scope to the Assignment

This assignment is a key output for objective 3 of the project, (Community awareness in two target districts (Nowshera and Charsadda) raised on issues related to education financing and mobilized to hold district education officers/education service providers accountable and responsive.)

The consultant is required to develop IEC material (one poster and one brochure) The consultant for this assignment is required to:

1. Review of the education budgets analysis report of KP and Charsadda and Nowshera districts and identify key areas to be focused for development of poster and brochure.
2. Identify key issues in education sector budgeting/governance in KP
3. Suggest recommendation for improving education sector budgeting/governance in KP

4. Present these aspects of education sector budgeting on a poster and brochure forms.
5. The contents of posters should be a crispy presentation of the facts and figures on the issues and recommendations of education sector budgeting, and how citizens can participate in education budgeting at provincial and district levels.
6. The brochure should serve as guiding document for mapping of the issues with prevailing practices of education governance in Khyber Pakhtunkhwa, how RTI can be used for improving education sector voice and accountability, and why it is important to have elections under KP LGA 2013 for improving education governance. Findings and recommendation of KP provincial, Nowshera and Charsadda budgets analysis will be referenced.

Required Qualification and Skills

Following are the minimum skills and qualification required for the assignment:

- At least master degree from HEC recognized university in social sciences (economics, political science, sociology, anthropology, development studies, etc)
- Past experience in development of IEC materials
- Sound understanding of education governance/budgeting issues
- Excellent analytical and writing skills

Timelines /Labour days

This task requires 7 days.

Deliverables

- Agreed plan for implementation of the task
- Draft brochure and poster
- Final draft of one poster and one brochure.
- Activity completion report.

Evaluation Criteria

Consultant will be selected by the CGPA's procurement committee on the following evaluation criteria:

S#	Evaluation Factors	Weightage
1	Education	20
2	Relevant experience of development IEC materials in education sector	70
3	Proposed Budget	10
Total		100

How to Apply?

The prospective consultants should send their CV to: hr.cgpa@gmail.com by May 16, 2014.

Please mention 'Apply for Consultancy: Development of IEC material' in the subject line while submitting your application.

CGPA is equal opportunity employer, women and disable persons are encouraged to apply.