

Terms of Reference

Consultancy Work on English Language Strategy

Call for Expressions of Interest

Consultant for the Development of a National English Language Strategy in General Education in Azerbaijan

Description of the Service

The British Council Azerbaijan is looking for a qualified consultant to lead on policy-oriented work with national education stakeholders and support of local coordinator to prepare a national English language strategy and provide effective guidance of a working group and support to the Ministry of Science and Education of the Republic of Azerbaijan that will focus on piloting a national English Language Strategy in General Education in Azerbaijan.

Context and Background

The British Council continues to implement a large-scale Future English regional programme in six countries (Armenia, Azerbaijan, Georgia, Kazakhstan, Ukraine, Uzbekistan) with the ultimate goal of improving the quality of teaching and learning of English. The programme seeks to contribute to addressing the issue of low English language proficiency among school leavers and brings together relevant stakeholders and decision makers from governments, as well as the UK ELT sector.

Research into English language teaching (ELT) in secondary schools conducted in these countries is a key element of the programme. In 2021, findings and recommendations from the report in relation to assessment, pre-service teacher education, CPD and teacher standards were presented at the Ministry of Science and Education (MOSE) of Azerbaijan by the British Council and relevant feedback on recommendations was received from MOSE.

MOSE has requested to further explore these recommendations as well as develop a national English Language Strategy in General Education to include:

- A defined vision for English in General Education (GE)

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- recommendations for relevant reforms of the GE systems
 - structures to support the development of effective ELT practices.

MOSE is interested in enhancing English language teachers' capacity, identifying suitable tools for learners' assessment, developing students' speaking skills and the application of innovative and interactive classroom practices.

The developed strategy will serve as a tool for improving quality English language teaching and learning. It will serve as a reference point when providing continuous professional development support to English language teachers.

Start date: 2 October 2023

End date: 26 January 2024

Requested Services

The Consultant will work closely with MOSE as well as the local coordinator who will be the contact point for all team members and responsible for organising required meetings with relevant stakeholders and consultant to contribute to the strategy and action plan proposal. The output of this work will be for a consultant to present a developed strategy and action plan that would be submitted for consideration to the MOSE. A key area will be a development of a national English Language Strategy document based on the identified needs with a clear list of recommendations for improving the quality of English language teaching, incorporating the latest trends and developments in this area.

The services will be based on the following tasks:

Develop English Language Strategy and Action Plan of appropriate interventions for year 1, that will support successful implementation of the English Language Strategy.

The Consultancy will be carried out online with some field work during October 2023 – January 2024 and will entail the following work:

- a) reviewing existing information about the national perspectives on English, importance of English for better career progression and employability; existing national education strategies and initiatives where English competence is central; various viewpoints from all stakeholders including Ministry of Science and Education (MOSE), Institute of Education (IOE) in regards with key aspects of the vision, objectives and goals of English Strategy.
- b) analysing existing situation in provision of English in Azerbaijan based on recent research analyses and existing policy documents and standards in order to define recommendations in the areas not limited

to English Language policy, role of English as a Subject and as a Medium of Instruction in general and pre-school education, quality English course content and CELT methodology, learner support systems, English teacher CPD support systems (PRESETT and INSETT), wider institutional support systems, role of non-formal education, assessment and quality assurance.

c) participating in online and F2F discussions including fieldwork with the stakeholders considering their recommendations when developing a strategy.

d) presenting the draft English Strategy document to the British Council and key stakeholders for feedback.

e) developing a draft of the Action Plan for year 1 of the Implementation of English Strategy which will be carried out based on the objectives, goals and recommendations elaborated in the English Strategy document. The Action Plan will include detailed roll-out plan, activities for the first one year for achieving the specified outputs and outcomes, responsible parties and partner organisations, M and E plan and timeframe for the implementation of the Action Plan.

f) presenting the draft Action Plan document to the British Council and key stakeholders for feedback

g) finalising and submitting English Language Strategy and Action Plan documents (including an accompanying Power Point presentation) to the British Council for final approval from the MOSE.

Consultant profile

Qualifications and experience required:

- MA / PhD in TESOL and/or equivalent
- 10 years of experience in teacher education and professional development
- Strong skills in designing, delivering, and evaluating teacher professional development programmes (including the assessment of teacher pedagogy) as well as policy work
- Experience of working with existing curricula and textbook teams
- Significant experience of research, analysis and reporting on English education systems and the needs of teachers and learners; with specific reference to the connection between content, teacher development and assessment processes
- Experience of drawing roadmaps for reform with an understanding of timelines and speed of development
- Knowledge of the education system in Azerbaijan is preferred
- Extensive experience, including remotely, of policy-oriented work with ELT stakeholders in Azerbaijan is a preference

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- Excellent communication, interpersonal and presentation skills, and ability to write well-structured, clear and concise report
 - The ability to participate as an expert in the preparation and application of training programs, instructions, recommendations and methodical materials that accompany the development of a national strategy

Consultancy – Outputs

Output 1 - A draft of the English Language Strategy document with the associated Action Plan submitted for review to British Council staff and MOSE.

Output 2 - A final English Strategy document with the Action Plan (including an accompanying Power Point presentation of max 30 min) approved by the MOSE.

Working days and payment

A suggested breakdown of work (to be discussed and agreed with the successful applicant) would be:

- Designing an overall programme – **4 days**
- Briefing with the British Council team on action plan – **1 day**
- Planning meetings– **4 days**
- Programme planning and preparation – **7 days**
- Online meetings delivery over 4 months – **4 days**
- In-country meetings (planning, preparation and delivery) – **4 days**
- Reviewing of the ongoing work, including the final proof-reading of the proposal – **3 days**
- End of the work summary report writing – **3 days**

Total: 30 days

Travel, and accommodation for country visits will be covered additionally in accordance with the rates and policies of the British Council for Azerbaijan. The fee includes economy airfare tickets, accommodation and per diem during the field stay.

Application process

- Deadline of submission of expression of interest – **20 September 2023**
- Shortlisted candidates might be invited to an interview between **21-22 September 2023**
- The final decision will be communicated by **26 September 2023**.

The submitted proposal should include the following documents:

1. Cover letter reflecting your relevant expertise and experience and outlining motivation for engaging in the Policy development work with a suggested daily fee (maximum 500 words).
2. Proposal of the research methodology (maximum 500 words).
3. CV adjusted as per outlined requirements.
4. Links to a sample of a similar work that focuses on ELT policy development.

Submit your proposals to Konul Ahmadova Konul.ahmadova@britishcouncil.az or if you have any questions about the role and/or the application process.

Please note, we can only respond to successful applicants and only within 5 working days of the application deadline.