

REQUEST FOR EXPRESSIONS OF INTEREST CONSULTING SERVICES – INDIVIDUAL CONSULTANT

Republic of Serbia

Serbia Inclusive Primary Education Improvement Project (IPEIP)

Project ID No. P181557

Assignment Title:

Teacher Professional Development Coordinator (full-time), Reference No. SER-IPEIP-IC-CS-26-10

The Republic of Serbia has received financing from the World Bank toward the cost of the Serbia Inclusive Primary Education Improvement Project (IPEIP), and intends to apply part of the proceeds to payments for goods, works, non-consulting services and consulting services to be procured under this project.

Scope of work

The objective of the Sub-Component 1.2: Teacher Professional Development is to address the issue of improving pre- and in-service training and career path for teachers in primary school.

The Teacher Professional Development Coordinator directly monitors and coordinates activities under the Sub-Component 1.2. He/she has responsibilities aimed at implementing measures and coordinating activities of individual consultants, organizations and institutions hired under the Sub-Component 1.2. This includes operational decision-making, coordination of acceptance of goods and services, resolving problems and monitoring project implementation activities under the Sub-Component 1.2.

The Consultant works under the overall guidance of the PMU Coordinator and interacts with employees of the MoE, PMU (primarily with components' coordinators) and CFU.

Detailed Tasks and Responsibilities

Without limiting the generalities of the foregoing, the following are the specific tasks and responsibilities of the Teacher Professional Development Coordinator:

- Managing and facilitating all aspects of implementation of the Sub-Component 1.2 activities, in line with the Loan Agreement and the Project Operations Manual (POM);
- Providing expert pedagogical guidance and coordinating policy and strategy design, detailed planning, organizing, implementing and monitoring Sub-Component 1.2 related activities, as well as the agreed result indicators;
- Providing expert pedagogical guidance and coordinating activities on strengthening continuous professional development of teachers – activities aimed at improving pre- and in-service training and career paths for teachers in primary schools;
- Providing expert pedagogical guidance and coordinating provision of technical assistance to evaluate, reform and harmonize pre-service training for primary school teachers;
- Providing expert pedagogical guidance and coordinating provision of technical assistance to evaluate, reform and harmonize in-service teacher training;
- Providing expert pedagogical guidance and coordinating activities on improving the substance and relevance of teacher trainings and assuring the quality of teacher training providers;
- Providing expert pedagogical guidance and coordinating activities on collecting data on teachers' continuous professional development needs;
- Providing expert pedagogical guidance and coordinating provision of technical assistance to develop improved continuous professional development programs for primary school teachers, ensuring their compliance with national and international best practices;

- Coordinating preparation of teacher trainings and rollout of those programs in schools targeted by the ESSI and WDS programs;
- Coordinating capacity building / support activities for primary schools through training provision, mentoring support, and peer learning;
- Coordinating establishment and updating of digital resources for continuous professional development;
- Providing expert pedagogical guidance, coordinating and contributing to development of accompanying technical materials and manuals for teachers;
- Contributing to preparation of necessary bylaws relevant for successful achievement of agreed result indicators within the Sub-Component 1.2;
- Participating in establishing relevant working groups and bodies in MoE;
- Participating in preparation and updating of Project related documents;
- Contract management of contracts he/she is responsible for; preparation of data needed to upload new Project activity in the World Bank's Systematic Tracking of Exchanges in Procurement (STEP);
- Ensuring stakeholders' access to information related to the Sub-Component 1.2 and providing feedback;
- Producing periodical and annual progress reports of the activities under the Sub-Component 1.2 and contributing to progress reports of the Project in general;
- Participating in regular and ad hoc team meetings;
- Making synergies with other MoE's and the Institute for Education Quality and Evaluation's projects;
- Performing other tasks related to the Project at the request of the Project Director and/or PMU Coordinator.

Duration of the assignment

The Consultant shall provide full-time services until April 15, 2030.

The Consultant shall not have other full or part-time assignment during the engagement under this Contract.

Required qualifications:

- University degree in the field of social science;
- Seven years of relevant professional experience in the education sector, specifically in teacher professional development or pedagogical advisory;
- Excellent knowledge of the Republic of Serbia's legal, social and systematic context of education;
- Knowledge of international best practices and modern pedagogical concepts in teacher professional development;
- Fluency in Serbian and good command of English;
- Computer skills (MS Word, MS Excel, MS Project, Power Point, e-mail, Internet);
- Knowledge of administrative structure and procedures of the public administration is considered an advantage;
- Knowledge and experience in other World Bank projects and other MoE education initiatives is considered a plus;
- Ability to work under pressure and meet deadlines.

The Ministry of Education and the Central Fiduciary Unit of the Ministry of Finance now invite eligible Consultants to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

The evaluation criteria for the assignment:

- Qualifications and General experience (40 Points)
- Specific Experience relevant to the Assignment (60 Points)

The attention of interested Consultants is drawn to paragraph 3.13, 3.15 and 3.16 of the *Investment Project Financing (IPF) Borrowers, Procurement in Investment Project Financing Goods, Works, Non-Consulting, and Consulting Services (Sixth Edition, February 2025)* (“the Regulations”) setting forth the World Bank’s policy on conflict of interest.

A Consultant will be selected in accordance with the *Open Competitive Selection of Individual Consultants* as set out in the Regulations.

Further information can be obtained at the address below during office hours 09:00 to 15:00 hours.

Expressions of interest in English language must be delivered in a written form to the email below, by **June 1, 2026, 12:00 hours, noon**, local time.

Interested consultants must provide **Cover Letter (name and reference number of the assignment to be indicated in the email)** and **CV** representing description of similar assignments, experience in similar assignments and availability of required skills (**scanned diplomas to be sent with CV**).

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