

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:

Coordinator for School Improvement Plans, School Leadership and Enriched Learning Programs (full-time), Reference No. SER-IPEIP-IC-CS-26-11

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

Component 2 (Improving School Learning Conditions in Targeted Primary Schools to Enable Whole-Day Schooling) of the Project aims to support the transition of selected primary schools to the whole-day schooling model. This entails not only infrastructure adjustments and upgrading school equipment (Sub-Component 2.3), but also a fundamental pedagogical and organizational transformation of educational practice, to be implemented through the activities under Sub-Component 2.1 and Sub-Component 2.2.

The Coordinator for School Improvement Plans, School Leadership and Enriched Learning Programs (i.e. Coordinator for Sub-Components 2.1 and 2.2) manages, guides, and professionally supervises all aspects of the educational and organizational transformation of schools, ensuring effective implementation of the Whole-Day School model in practice. The Consultant ensures the educational quality of these processes and works closely with the Grant Coordinator and other project experts to translate SIP objectives into eligible grant expenditures and align them functionally with planned infrastructure investments and teacher training.

He/she works under the overall guidance of the PMU Coordinator and interacts with employees of the MoE, PMU and CFU.

Detailed Tasks and Responsibilities

Without limiting the generalities of the foregoing, the following are the specific tasks and responsibilities of the Coordinator for School Improvement Plans, School Leadership and Enriched Learning Programs:

- Managing and facilitating all aspects of implementation of Sub-Components 2.1 and 2.2 (excluding the grant-scheme related activities), with a focus on the educational and organizational transformation of schools, in accordance with the Loan Agreement and the Project Operations Manual (POM);
- Steering and coordinating policy and strategy development, detailed planning, organization, implementation, and monitoring of activities related to Sub-Components 2.1 and 2.2 and the agreed results indicators (excluding financial management of grants);
- Steering and coordinating the preparation of trainings for school staff, IEQE staff, external evaluators, and decision-makers, including training on school development planning, quality assurance and leadership, management of the Whole-Day School model, and crisis management (including climate risk and disaster readiness);

- Providing and steering technical assistance to strengthen educational, leadership, and management skills of school principals and other competencies required for the implementation of the Whole-Day School model;
- Coordinating expert support to schools in the preparation and monitoring the implementation of school improvement plans, particularly in relation to enriched learning activities and programs for students from vulnerable groups (including remedial programs and socio-emotional support interventions);
- Providing expert pedagogical guidance and coordinating the development of analytical, research, and guidance materials for the Ministry of Education, IEQE, and selected schools;
- Coordinating stakeholder engagement activities, including local authorities, parents, and academia, through tailored reporting and dissemination workshops;
- Providing expert pedagogical guidance and coordinating support to all participating schools in strengthening self-evaluation processes and developing improvement plans based on triangulated data (self-evaluation, external evaluation, etc.);
- Providing expert pedagogical guidance and coordinating technical and mentoring support to schools in designing and implementing enriched learning programs financed through grants, ensuring their pedagogical quality and alignment with school improvement plans;
- Monitoring participation and inclusion of students from vulnerable backgrounds, ensuring non-segregation and promoting inclusive learning environments;
- Coordinating technical inputs related to improving learning conditions and collaborate with the Coordinator for Upgrading Infrastructure in Selected Schools (Sub-Component 2.3) to align infrastructure investments with educational needs;
- Collaborating with the Grant Coordinator to ensure alignment of pedagogical objectives with eligible grant expenditures;
- Working closely with the Teacher Professional Development Coordinator (Sub-Component 1.2) to synchronize training activities with the rollout of enriched programs;
- Contributing to preparation of necessary bylaws and regulatory frameworks relevant for successful achievement of agreed result indicators;
- Participating in establishing relevant working groups and bodies in MoE;
- Contributing to preparation and updating of Project 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 and providing feedback;
- Preparing periodic and annual progress reports and contributing to overall Project reporting;
- Participating in regular and ad hoc team meetings;
- Ensuring coordination with other MoE and Institute for Education Quality and Evaluation's initiatives;
- 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 social sciences;
- Seven years of relevant professional experience in primary education;
- Excellent knowledge of national and knowledge of international interventions for Enriched Learning Programs and remedial activities;

- Excellent knowledge of the Republic of Serbia’s legal, social and systematic context of education;
- Experience in developing school improvement plans;
- Experience in whole-day schooling and extended school day models or similar pedagogical approaches;
- Expertise in inclusive education policies and practices;
- Fluency in Serbian and good command of English;
- Computer skills (Word, Excel, Power Point);
- 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’s education initiatives is considered an advantage;
- 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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