

## **Technical Expert: Textbook Writer/Curriculum Expert**

Institute of Social and Policy Sciences (I-SAPS) has been working for contributing towards gender justice in Pakistan and have successfully implemented various initiatives to inform and influence the policy processes for ensuring gender equity and justice in resource mobilization, allocation and effective utilization. I-SAPS is implementing an initiative for “Bringing Girls Back to School” aimed at mainstreaming gender justice and gender responsive budgeting in the policy discourse and practices. A key component of the initiative is dedicated for optimizing teaching skills to contribute towards better learning environment for girls’ education. Under this component an innovative solution is being piloted to make the class room child friendly and more conducive for learning.

In this regard I-SAPS is looking for engaging the services of Technical Expert/s with an experience in textbook writing, curriculum development and teachers training. The Technical Expert/s will be responsible for development of Training Manuals for Teaching Kits/Learning Aids for the teaching of Mathematics and Science for the grades 3 to 5. While developing the training manuals for Math and Science teaching kits for the teachers, the experts will keeping in view SLOs to be achieved at primary level. In order to train the teachers, the subject specialists will develop a detailed course guide containing the guidelines for lessons plans and methodology to use these kits.

### **Key Responsibilities will include:**

- Conduct detailed review of National Curriculum of Math and Science for primary classes.
- List out the main concepts of Math and Science being taught at grade 3-5
- Develop list of materials for primary level Math and Science Kits
- Develop Math and Science kit usage manual for primary schools teachers
- Develop low/no cost teaching aids by involving teacher at school level
- Develop tools for conducting pre & post training assessments
- Design training material/manuals and conduct trainings in close coordination with district education department
- Write reports according to the project and donor requirements
- Takes on specific tasks as assigned by project coordinator

### **Qualifications /Experience**

#### **Skills and Knowledge:**

- Good communication skills both verbal and written in English and Urdu
- Can communicate in local languages (*Sindhi, Punjabi*)
- Good report / Book writing skills

- Able to design training material/manuals and conduct trainings to the diverse stakeholders
- Proficient in MS Office (MS Word, Power Point and Excel)
- Strong interpersonal skills
- Demonstrated knowledge of writing books and preparing training courses for Math/ Science Teachers
- Knowledge of latest education theories in teacher training

**Education & Experience:**

- MA/MSc with B.Ed. (M.Phil. and Ph.D. would be preferred)
- Master in Mathematics / Physics/Chemistry
- Minimum 3 years of relevant work experience
- Work experience with public sector education institutions is desirable.
- 3-4 experience in Manual Development /Book writing, book reviews in NGOs, INGOs & Government Agency.

For detail ToRs please email [info@i-saps.org](mailto:info@i-saps.org)