

POST DESCRIPTION

Title	Technical Lead
Location of project	Barranquilla, Colombia
Scale	IV Senior Consultant I /Approved Teacher Trainer Senior I
Economic Compensation	\$ 118,148,435 for the entire contract (IVA not included)
Number of trainers required	NA
Lengths of contract	12 Months
Number of consultants required	3
<p>Context and Environment</p> <p>The British Council is the UK’s international organisation for cultural relations and educational opportunities. We create friendly knowledge and understanding between the people of the UK and other countries. We do this by making a positive contribution to the UK and the countries we work with – changing lives by creating opportunities, building connections, and engendering trust.</p> <p>We work with over 100 countries across the world in the fields of arts and culture, English language, and education. Each year we reach over 20 million people face-to-face and more than 500 million people online, via broadcasts and publications. Founded in 1934, we are a UK charity governed by Royal Charter and a UK public body.</p> <p>This service is part of the work we do in the British Council’s English Programmes Strategic Business Unit, which formulates and delivers a series of projects to support governments with the inclusive, quality teaching, learning and assessment of English, where learning in the education system is in Spanish, and English is taught as a formal subject.</p>	
<p>Purpose</p> <ul style="list-style-type: none"> - The academic lead is responsible for designing and implementing all technical aspects of the strategies assigned, according to what is agreed with the operational team and the head of implementation. This role operates within the framework of a collaborative project with the Local Education Authority of Barranquilla. 	
<p>Responsibilities</p> <ul style="list-style-type: none"> - Provide the necessary technical guidance and advice to the selected service provider, who assumes direct responsibility for the implementation of the activities, ensuring that the actions implemented are aligned to the standards and objectives established by the British Council and the Barranquilla Local Education Authority. - Provide timely updates on any alerts or developments that may interfere with the progress of the strategies and the achievement of the established goals. 	

- Lead the design and implementation of any academic document that could be required for different programs, such as syllabi, curriculum, study plans, lesson plans, etc, for direct instruction for different primary and secondary grades, English for teachers, teacher training content, among others.
- Lead the development and implementation of lesson plans for each grade participating in the different programs, including teaching materials to be used and evaluation instruments for monitoring learning.
- Lead the design and implementation of the in-service training plan for tutors, remote teachers, mentors, and other required roles in English language teaching and learning methodology.
- Lead the development and implementation of a mentorship programme for up to 30 district schools in Barranquilla with the objective of becoming bilingual schools.
- Lead the design and implementation of the mentoring plan and the protocols that mentors will implement in each school.
- Lead the development and implementation of an on-site classroom support strategy for one teacher per grade, and up to 50 (sixth and seventh) for up to 50 schools that will take part in this programme.
- Lead the design and implementation of the in-site accompaniment in the classroom programme by grade (sixth and seventh), that will be implemented by pedagogical consultants.
- Revise materials for conversation clubs, tutorials and/or other extracurricular activities of the program. These materials may include webinars, slideshows, posters, class observation formats, evaluation instruments, among others.
- Deliver training sessions for tutors, teachers, remote teachers, pedagogical consultants, mentors and other members of the academic team as required.
- Lead the design and implementation of a class observation scheme to identify strengths and areas for improvement in terms of teaching methodology, pedagogical strategies, and classroom management, providing constructive feedback, accompaniment, and follow-up to tutors or pedagogical consultants, so that they can adjust and improve their pedagogical practice.
- Support the design and implementation of a monitoring and evaluation strategy relevant to the components of the projects.
- Act as liaison between internal and external stakeholders for the design and implementation of the monitoring and evaluation component of the projects.
- Carry out the technical review of the documents and teaching/learning materials to be developed within the framework of the programmes.
- Prepare reports according to the results of the implementation, risks, and impact of the different programmes assigned.
- Provide professional support for the implementation of calls for applications and teacher enrolment processes within the framework of the actions developed with the Local Education Authority of Barranquilla.
- Participate in periodic administrative, technical, and academic follow-up meetings, in accordance with the development of the programme's activities.
- Understand and comply with the British Council's policies, including but not limited to data protection policies, codes of conduct, confidentiality, and safeguarding. These policies, codes, and protocols are available at: <https://www.britishcouncil.org/partner/international-development/jobs/policies-consultants>
- Complete the six mandatory courses, including Child Protection Awareness, Safeguarding, Equality, Diversity and Inclusion (EDI), Fraud Awareness, Information Management, and Safety and Security.

- Understand and comply with the British Council's equality, diversity, and inclusion policy in all activities conducted in this role.
- Carry out all activities with high standards of confidentiality and discretion regarding the information related to this project.
- Respect copyright at all times.
- Any additional requirements necessary for fulfilling the objectives or arising from the nature of the project.

TERMS OF REFERENCE

Type of Contract	Service provision upon request
Payment terms	<ul style="list-style-type: none"> - Twelve (12) payments of \$ 9,845,703 each will be made upon submission of a progress report detailing the implementation of communication strategies for the Barranquilla project. - Payments will be issued upon approval from the Head of Implementation. - Each month, the contractor will provide proof of social security contributions as required by local legislation.
Legal deductions	In accordance with legal policies in Colombia
Deliverables	<p>Depending upon the service provided. This may include but not be limited to:</p> <ul style="list-style-type: none"> D1. Syllabus to be implemented in the different programmes assigned, including general objectives, specific objectives, learning outcomes by grade, methodology, and evaluation. This is the result of collaborative work with the entity responsible for implementing the programs. D2. A document detailing the monitoring and evaluation strategy that addresses the results of student learning and teacher performance at the institutional level. D3. Lesson plans by grade including teaching materials to be used and evaluation instruments for monitoring training. D4. Learning and teaching materials necessary for the implementation of the programmes. D5. Training materials for the team of tutors responsible for the implementation of the programmes. D6. Classroom observation reports identifying strengths and areas for improvement in terms of teaching methodology, pedagogical strategies, and classroom management. D7. Periodic reports consolidating progress in the implementation of the programme by grade, highlighting achievements, challenges encountered, and strategies proposed to improve students' learning outcomes. D8. Regular reports on the pedagogical follow-up of the planning and execution of the activities developed by the programmes with suggestions for improvement.

	<p>D9. Document describing in detail the mentoring programme aimed at 30 prioritized public institutions in the city of Barranquilla, their implementation protocols, and the evaluation tools to be used during the implementation of the mentoring programme.</p> <p>D10. Implementation plans for each school prioritized on the mentoring programme.</p> <p>D11. Document describing in detail the programme of an in-site classroom accompaniment by pedagogical consultants for up to 123 public institutions in the city of Barranquilla per grade (sixth and seventh), its implementation protocols and the evaluation tools to be used during the implementation of the accompaniment programme.</p> <p>D12. Strategy for the retention/motivation of mentors, pedagogical consultants, tutors and any other external consultant involved in the delivery of any of the strategies. Periodic and final technical reports in English and Spanish (if required) on the progress of the strategies for which they are responsible.</p> <p>D13. Technical documents or reports detailing the implementation processes for each project component under their responsibility, including guidelines, methodologies, and activity plans to ensure alignment across all aspects of the project.</p> <p>D14. Document with the continuous training programme for mentors, pedagogical consultants and any other external consultant involved in the delivery, including training materials, learning objectives, timetable and progress in its implementation.</p> <p>D15. Creation and/or selection of learning and teaching materials necessary for the implementation of the strategies under their responsibility.</p> <p>D16. Report on the process of selection and provision of learning and teaching materials, if required, including the results of workshops on their socialisation and use.</p> <p>D17. Technical documents for the implementation of each strategy, including management reports and deliverables for each disbursement of the agreement.</p> <p>D18. Monthly and/or on-demand reports describing the steps taken for each strategy, as requested by stakeholders.</p> <p>D19. Final report per year with findings and results of the programme implementation, including a comparative analysis between entry and exit tests.</p> <p>D20. For the first payment, selected candidate must complete and send the certificate of the completion of the six mandatory courses, including Child Protection Awareness, Safeguarding, Equality, Diversity and Inclusion (EDI), Fraud Awareness, Information Management, and Safety and Security.</p>
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CONTRACTOR SPECIFICATION

<p>Essential qualifications, experience and skills</p>	<ul style="list-style-type: none"> - University degree in Education or Languages with six (6) years of experience. - Postgraduate studies in an education- related field e.g. M.A. TESOL, language assessment, educational technologies, language didactics, or equivalent experience of more than (10 years) - At least six (6) years of proven experience in at least two of the below: <ul style="list-style-type: none"> ▪ teaching English as a foreign language, ▪ designing and/or adapting curriculum for English as a subject in formal education, ▪ leading or delivering consultancy, assessment strategies for ELT, ▪ working in large-scale projects in the public sector, including English Language Learning, ▪ Minimum C1 level of Spanish and English
<p>Desirable</p>	<ul style="list-style-type: none"> - Two (2) years of experience creating, writing, or editing learning/ teaching materials. - Two (2) years proven experience managing online programmes and English courses. - Experience implementing monitoring and evaluation strategies. - Experience participating in the implementation of English teaching and learning platforms or other digital tools.
<p>Passport and/or nationality requirement</p>	<ul style="list-style-type: none"> - Eligibility to Work in Colombia: Candidates must have the right to work in Colombia. - Visa Sponsorship: The British Council is unable to support or sponsor work visa applications or cover relocation costs for non-Colombian applicants.
<p>Important features</p>	<ul style="list-style-type: none"> - Successful applicants are not offered an immediate contract. The British Council Colombia is expanding its pool of consultants, and contracts are offered on a regular basis, based on organizational needs. - Interested candidates must live in Barranquilla or be willing to relocate. Please note that the project does not cover any travel expenses
<p>Application Process</p>	<p>Interested candidates should submit their resumes to the following email address, in accordance with the description and guidelines provided above: linguismobaq@britishcouncil.org</p> <p>Please follow the below steps:</p> <ul style="list-style-type: none"> - Your CV should highlight the relevant experience and qualification for the post. - Your CV should be named with your name and surname as follows: John Williams CV - In the mail subject, please specify the position you are applying for, in this case: “Academic Lead – Barranquilla project”. <p>If you have any questions about this application process, you can write an email to linguismobaq@britishcouncil.org using " Academic Lead Barranquilla project Application" as the subject.</p> <p>The British Council reserves the right to reject all applications and accept the one it deems most advantageous.</p>
<p>Rates</p>	<p>Upon submission of deliverables – 12 payments for \$ 9,845,703 COP/ each</p>

Deadline for application	November 30, 2024.		
Submitted by	Sandra Rangel, Head of Implementation	Date	14/11/2024