

## TERMS OF REFERENCE – National Consultant

<b>Job Title</b>	:	Result Monitoring Specialist (Rural and Urban)
<b>Duty Station</b>	:	KIAT Guru Program Office – Jakarta, with frequent field travel
<b>Type of Contract</b>	:	Individual Consultant
<b>Expected Duration of Assignment</b>	:	5 months; until December 2018.

### General Background and Organizational Context

The Government of Indonesia (GoI) is committed to accelerating the pace of poverty reduction and the President of Indonesia has declared that poverty reduction is among the highest development priorities of his administration. This commitment is reflected in Indonesia's national medium-term development plan (*Rencana Pembangunan Jangka Menengah Nasional, RPJMN, 2015-2019*), as poverty rate is set to decrease from 11.25% in 2014 to 7-8% by 2019.

Indonesia's achievement to reduce poverty has been significant, as poverty rate since 1998 to date steadily decreases. However, more than 28.3 million Indonesians continue to live below the poverty line, while 30% of the population within 12.5% of the poverty line remain vulnerable to falling back into poverty.

In a bid to intensify the poverty reduction effort, GoI has elevated the overall oversight and coordination of poverty and social protection programs to be under the Vice-President's Office. Through Presidential Regulation No. 15/2010, the National Team for the Acceleration of Poverty Reduction (*Tim Nasional Percepatan Penanggulangan Kemiskinan, TNP2K*) was founded and given the mandate to carry out those oversight and coordination roles. TNP2K plays a key role in defining policies for poverty reduction and social protection by:

- Improving program targeting using a common method and household list for all social protection programs;
- Improving the performance of poverty reduction programs through reforms in program design;
- Undertaking monitoring and impact evaluation of the social assistance programs; and
- Support line ministries in maintaining quality implementation.

### TNP2K - KIAT Guru Program

To improve frontline service delivery in education sector, starting in 2014, the National Team for Acceleration of Poverty Reduction (TNP2K), under the Secretariat of the Vice President of the Republic of Indonesia has been implementing a pilot program to improve teacher performance and accountability of teachers (KIAT Guru: Kinerja dan Akuntabilitas Guru). The primary objective of KIAT Guru is to empower communities to make investments that contribute to improvements in the quality of primary education service delivery, measured in terms of reduced levels of teacher absenteeism, improved quality of service, and improved levels of student learning outcomes. KIAT Guru utilizes two main mechanisms: (1) Community Empowerment – e.g. empowering the communities to participate in improving availability and quality of education services; and (2) Pay for Performance – e.g. tying payment of teacher allowances with teacher presence and quality of service. The secondary objective of KIAT Guru is to influence policies related to: (a) adaptations of Civil Servant Law for the education sector to tie teacher allowance payment with concrete performance measures, including availability and quality of service; and (b) operational mechanisms to implement the Village Law at the village, district, and national levels to:

- Ensure community monitoring and input into evaluation of teacher service performance;
- Strengthen community linkage to village, sub-district, and district government structures and mechanisms; and
- Strengthen village governance to improve education service delivery, including technical assistance to effectively utilize the village fund.

KIAT Guru Pilot Project has been implemented since June 2016 until June 2018. The cooperation agreement between TNP2K, Ministry of Education, and district governments of KIAT Guru Pilot Project is valid until December 2018. Based on the request from the district governments and Ministry of Education, TNP2K has been requested to continue providing technical support from July until December 2018. Therefore the technical support for this Project, will be extended until December 2018 in order to support Ministry of Education and district governments in developing national and regional policy recommendations. This is also to ensure the payment mechanism of teacher allowances implemented by district governments in targeted areas. The payment mechanism should be based on the evaluation from community.

Based on findings and lessons learned from KIAT Guru Pilot Project, Ministry of Education and TNP2K have requested the World Bank to provide technical assistance to improve teacher performance and accountability in urban areas (KIAT Guru Urban). The implementation will be done by BaKTI Foundation.

#### **BaKTI Foundation**

The KIAT Guru Program is supported by the Government of Australia - Department of Foreign Affairs and Trade (DFAT), and its financing is provided through the Local Solutions to Poverty Trust Fund managed by the World Bank. The Social Development Unit at the World Bank is responsible for the program governance in support to TNP2K, and therefore has appointed *Bursa Pengetahuan Kawasan Timur Indonesia (BaKTI)* Foundation as the Grant Recipient to provide management, financial, and procurement capacities for technical assistance and activities implementation at national and sub-national levels. The post is a part of KIAT Guru Program Office at TNP2K, which responsible for managing program activities implementation and operations support.

#### **Scope of Work**

##### **Purpose of Job**

The role of Result Monitoring Specialist is to ensure effective result monitoring of KIAT Guru Pilot Rural and Urban by developing rigorous qualitative and quantitative monitoring framework and systems and ensuring the quality of data and information collected from the implementation of KIAT Guru Pilot Rural and Urban. S/he will be responsible in managing the monitoring and data management team.

##### **Responsibilities**

The Result Monitoring Specialist will be responsible to deliver following services:

1. Develop rigorous qualitative and quantitative result monitoring frameworks and systems, based on program and impact evaluation design;
2. Develop monitoring instruments and modules to track implementation progress of KIAT Guru activities, in order to effectively analyze qualitative and quantitative data, information and learning points from models of interventions;
3. Manage processes of data collection, reporting, and analysis, and capturing impact, lessons learned from the program implementation;
4. Supervise, coach, and mentor direct supervisees; advice, train and provide regular input to KIAT Guru District Team to ensure the quality of qualitative and quantitative data & information gathered;
5. Provide timely reports on progress and communicate challenges to Program Coordinator –

Technical.

6. Contribute in developing periodical and Final Progress Report of program implementation, including its related documents.

### **Coordination**

Report to Program Coordinator – Technical, the Report Monitoring Specialist will work in collaboration with practice area / technical specialists, and field implementation teams. S/he will provide directives to Data Management Analyst and Monitoring Quantitative and ICT Analyst. S/he will be in coordination with Senior Social Development Specialist and Design Team at the World Bank Jakarta for monitoring of research implementation progress. S/he will also coordinate with the District Implementation Teams and provide technical advisory and support for field implementation in particular related to monitoring and reporting.

### **Key deliverables**

The Result Monitoring Specialist will be responsible for providing the following deliverables:

1. A system, framework, mechanism, and management of qualitative and quantitative data collection that measures KIAT Guru performance against its targeted outcomes, and enables KIAT Guru field and national staff track and show the milestone reached against expected outcomes in the result framework;
2. Reviewed results framework and key indicators, and updated monitoring framework, systems and instruments of various project / research intervention including KIAT Guru design and pre pilot implementation monitoring and evaluation framework. This includes data management processes, data flow diagram, databases, filing and storage which directly linked and mainstreamed in MIS;
3. Result monitoring plan developed and regularly updated; Instruments and modules to measure program implementation progress, i.e. monitoring templates, data collection forms, checklists, are developed and distributed to field teams
4. Instruments and modules to ensure data, findings, learning points are well feed into knowledge management practices. This includes definition of monitoring indicators and learning points; quantitative and qualitative data and information gathered in timely manner and up to agreed quality standard; quantitative and qualitative report and analysis outlining key findings and learning points; biweekly and monthly updates, i.e. through presentation; quarterly, and bi-annually progress reports.
5. Regular supervision, coaching and mentoring for direct supervisee; induction, training and input to KIAT Guru National and District staff on how to implement monitoring and learning framework and instruments.
6. Monthly implementation reports, and qualitative and monitoring and evaluation reports.
7. Final Program Report

### **Competencies and Requirements**

#### **Education:**

1. Master Degree in Statistics, Economy, Public Policy, Development Studies or similar qualitative and quantitative discipline or social policy; Bachelor Degree with a combination of additional 3 (three) years is accepted in lieu of a Master's Degree.

#### **Work experience:**

1. At least 3 (three) years of relevant working experience in research, education, child protection, community development, or public policy;
2. Extensive experience in providing technical advisory services and in establishing inter-relationships among institutions and national governments within the scope of public sector, international development, and/or non-profit institutions;

3. Proven experience and knowledge of designing monitoring and learning/evaluation frameworks and/or instruments and modules especially related to policy reform by using policy based research in responsive governance, education, or community empowerment;
4. Proficiency in the use of computers and latest office software packages;
5. Fluency in written and oral Bahasa Indonesia and in English;
6. Proven knowledge and skills in creative writing and media is an advantage.

**Functional:**

1. Demonstrate strong analytical, planning, monitoring, and troubleshooting skills, and capacity to put concepts into workable actions and/or activities; ability to perform process monitoring, and identify issues and risks;
2. Sound knowledge and experience in qualitative research methodologies.

**Managerial:**

1. Demonstrate ability to determine priorities and manage multiple tasks efficiently and effectively, able to cope with changing priorities and work program, and able to manage multiple tasks under pressure
2. Demonstrate ability to work in sensitive situations and challenging policy environments, and in providing prompt and quality response to stakeholders' requests.
3. Demonstrate able to work independently with minimum supervision, while consultative with others.

**Behavioral:**

1. Demonstrate strong willingness to nurture and maintain positive working relationships with others, both externally and internally, to achieve common goals of the organization and relevant stakeholders.
2. Demonstrate strong interpersonal skills and potentials as a strong team player, able to communicate effectively, and able to work in a team-oriented approach in a diverse group of people.
3. Demonstrate motivation and potentials as a quick learner and self-starter.

# STRUKTUR ORGANISASI KIAM GURU REMOTE

