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ஆசிரியர் மேம்பாட்டுக்கான தெற்காசிய மையம்,
மீபே
South Asian Centre for Teacher Development,
Meepe
UNESCO CATEGORY 2 CENTRE
Guaranteed Limited Company

CONSULTANTS: CONTINUOUS PROFESSIONAL DEVELOPMENT (CPD) FRAMEWORK AND NATIONAL IMPLEMENTATION PLAN FOR TEACHER EDUCATORS AND TEACHERS OF SRI LANKA

SACTD core values: Professionalism, Adaptability and Innovation, Cooperation, Trust and Integrity, Diversity:

As per the authority of the Board of Directors of the SACTD-UNESCO C2C, under the supervision of the Director General of SACTD and the Head of the Academic Affairs of SACTD, the Consultant will be responsible for the development of a Framework for the Continuous Professional Development (CPD) of the Teacher Educators and Teachers of Sri Lanka for 21 century teacher attributes. The Consultant is responsible for undertaking an assessment of existing systems of CPD, provide a sustainable Framework in line with the priorities set at national level.

1. OVERVIEW OF THE SCOPE OF WORK

The Consultants will be responsible for the following tasks:

- a) Reviewing existing teacher education and professional development policies, standards, and practices at national and regional levels;
 - b) Designing a structured, scalable, and sustainable CPD framework that aligns with national education priorities and international best practices;
 - c) Developing implementation guidelines, monitoring tools, and evaluation indicators for effective rollout and sustainability;
 - d) Facilitating consultations, validation workshops, and stakeholder engagement sessions with key education sector partners and policymakers; and
 - e) Preparing a comprehensive final report with recommendations for institutionalization and capacity-building mechanisms.
 - f) Expected output and outcomes: Please Refer TOR annexed
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2. COMPETANCIES

Communication, Accountability, Results Focus, Professionalism, Planning and Organization, Innovativeness, Strategic Thinking, Quality of Decisions

3. REQUIRED QUALIFICATIONS

Education

- A PhD or an advanced degree (Master's or higher) in Education, Teacher Development, Educational Policy, or a related discipline;
and

Work Experience

- A minimum of ten (10) years of proven experience in teacher professional development program, education policy formulation, or CPD program development and implementation (Primary and Secondary Education)

Skills and Competencies

- Demonstrated expertise in developing frameworks, toolkits and strategic plans for educational institutions, ministries, or international organizations;
 - Strong collaboration/facilitation, communication, analytical and report-writing skills in English;
 - Capability to work independently with MS office, email communication and ICT literacy
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Age

- Age less than 70 years old and physically sound
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4. DESIRABLE QUALIFICATIONS

- Prior experience working with UNESCO or similar international agencies will be considered an asset.
 - Fluency in national languages of Sri Lanka (Sinhala and or Tamil)
 - Other degrees or training in fields relevant to the job scope
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5. BENEFITS & EMOLUMENTS

Payments will be made on a lump-sum basis, linked to the satisfactory submission of milestone-based progress reports as agreed upon with SACTD.

Remuneration package is all inclusive 300,000/= per month.

6. SELECTION AND RECRUITMENT PROCESS

In accordance with the public advertisement published in the Sunday Times on 16 November 2025, interested candidates are requested to submit the following documents:

- A cover letter clearly outlining the applicant's suitability for the assignment;
- An updated Curriculum Vitae (CV) detailing relevant experience and qualifications;
- Evidence on previous assignments relevant to education, and educational institutions including documental proof.
- A short technical proposal (not more than 3,000 words) describing the proposed methodology, approach, and timeline for developing the CPD framework compatible with 21st teacher attributes.
- Only the shortlisted candidates will be called for an interview and a 10 minutes presentation, at SACTD -UNESCO C2C at Meepe.

Further Information:

Please contact Deputy Director General Admin & Finance at: ddg.af@sactd.edu.lk

please visit the official website: <https://www.sactd.edu.lk>

All pdf copy of the applications should be submitted via email to careers@sactd.edu.lk on or before 2.30 PM on 25th November 2025, and bring a hard copy:

Director General
South Asian Centre for Teacher Development (SACTD)
Meepe, Padukka, Sri Lanka

As a UNESCO affiliated category 2 Centre for Education, the SACTD will be making all recruitments in order to secure the highest standards of professionalism, efficiency, technical competence, and integrity. SACTD applies zero-tolerance policy on all forms of discrimination, ensuring a level-playing and transparent process in its recruitment. Gender parity, ethnic and religious diversity is respected within SACTD. All applications will be treated with the highest level of confidentiality respecting the Sri Lankan data protection Act. SACTD does not charge a fee at any stage of this recruitment process. The evaluation of candidates will be strictly based on the criteria in the vacancy notice, and short-listed candidates may be called upon for an in-person interview and oral presentation. SACTD, UNESCO C2C is a Place of Equal Opportunity.

Terms of Reference (ToR) 1: National Consultant (Policy, Planning and CPD Framework Development)

1. Background

Under the UNESCO-funded initiative implemented by the South Asian Centre for Teacher Development (SACTD), Sri Lanka will develop a **Revised National Continuous Professional Development (CPD) Framework for Teachers and Teacher Educators** of Sri Lanka and an accompanying **National Implementation Plan**.

This consultancy focuses on policy coherence in line with ongoing **educational reforms**, governance structures, and strategic planning to ensure the framework's alignment with national education reforms and teacher professional standards.

2. Objectives

To lead the development of policy architecture, institutional arrangements, monitoring evaluation initiative and the national implementation strategy for the CPD Framework.

3. Key Responsibilities

- Review existing **national and regional teacher policies, teacher education strategies, and CPD-related frameworks**.
- Map institutional roles (Ministry of Education (MoE), National Institute of Education (NIE), National College of Education (NCoEs), Teacher Training Colleges (TTCs), SACTD, provincial structures).
- Draft the **policy component** of the CPD framework (vision, principles, governance model, quality assurance, and implementation pathways).
- Develop the **National Implementation Plan**, including timelines, institutional responsibilities, and costing framework.
- Coordinate with MoE/NIE policy units and ensure alignment with national education priorities.
- Support other consultants to prepare stakeholder consultation materials.
- Contribute to the **framework validation and pilot phase**, ensuring coherence between policy and field implementation.
- Provide technical inputs to pilot tools and collect feedback from field testing and National Implementation plan.
- Collaborate with other consultants and project staff.
- Any other activity designated by the DG SACTD, relevant to the assignment.

4. Deliverables

1. Policy review report and mapping of institutional roles.
2. Draft CPD policy and implementation architecture (governance model, Quality Assurance (QA), credit recognition).
3. National Rollout Plan (costed and time-bound).
4. Inputs to final national framework and presentation materials.

5. Duration & Level of Effort: Six 6 months (Dec 2025 – May 2026),

6. Reporting

Reports to **Director General, SACTD**, and works in close coordination with the international consultant and other national consultants.

Terms of Reference (ToR) 2: National Consultant – Teacher Competencies and Standards

1. Background

This consultant will focus on developing and structuring the **Teacher and Teacher Educator Competency Framework** that forms the foundation of the revised CPD Framework.

2. Objectives

To define, validate, and operationalize competency domains, standards, and progression levels for teachers and teacher educators across their career stages.

3. Key Responsibilities

- Conduct a **comparative review** of national and regional competency standards (including Asia-Pacific examples).
- Draft the **Sri Lankan Teacher Competency Framework**, including domains, indicators, standards and career stage descriptors.
- Work with NIE, NCOEs and MoE to align with teacher education curricula and appraisal systems.
- Develop tools for **self-assessment and reflective practice** linked to competencies.
- Support the design of CPD modules mapped to each domain and career stage.
- Facilitate thematic consultations and validation workshops.
- Provide technical inputs to pilot tools and collect feedback from field testing and National Implementation plan.
- Collaborate with other consultants and project staff.
- Any other activity designated by the DG SACTD, relevant to the assignment.

4. Deliverables

1. Draft and validated **Teacher & Teacher Educator CPD Framework**.
2. Self-assessment and reflection tools.
3. Competency-to-CPD module mapping matrix.
4. Inputs to the consolidated CPD Framework document.

5. Duration & Level of Effort

6 months (Dec 2025 – May 2026).

6. Reporting

Reports to **Director General, SACTD**, with technical collaboration from NIE and guidance from the international consultant.

Terms of Reference (ToR) 3: National Consultant – Digital CPD Systems and Innovation

1. Background

Digital transformation is a core enabler for the sustainability and scalability of the CPD framework. This consultancy focuses on digital modalities, content design, and system integration.

2. Objectives

To design a **Digital CPD System** that integrates blended learning, online tracking, and teacher e-portfolios, ensuring accessibility across Sri Lanka.

3. Key Responsibilities

- Define the digital and AI competencies essential for each level of teacher and teacher educators career path.
- Review existing **MoE, NIE, and SACTD digital platforms** relevant to teacher training.
- Propose a model for a **national CPD digital portal/LMS**, including architecture, content structure, and interoperability with existing systems.
- Design and development of digital tools: online registration, tracking CPD credits, e-certificates, and feedback mechanisms.
- Integrate with the electronic payment gateway for CPD system and the tools and software should be free and open source.
- Collaborate with the Competency consultant to digitize learning modules and self-assessment tools.
- Develop guidelines for **digital content creation, quality assurance, and trainer accreditation** to strengthen the CPD framework.
- Ensure the digital components of the developed CPD framework go live.
- Maintain a regular free and open-source repository system to update the versions.
- Submit the complete technical documentation for each deliverable.
- Collaborate with other consultants and project staff.
- Any other activity designated by the DG SACTD, relevant to the assignment.

4. Deliverables

1. Blueprint for the Digital CPD Portal and online tracking system.
2. Guidelines for e-learning content development and QA.
3. Prototype of digital tools and templates.
4. Pilot report and recommendations for scale-up.

5. Duration & Level of Effort

6 months (Nov 2025 – May 2026),

6. Reporting

Reports to **Deputy Director General, SACTD**, and coordinates closely with MoE ICT units and the international consultant.

Common Clauses (Applicable to All Consultants)

- **Contracting Authority:** South Asian Centre for Teacher Development (SACTD), under UNESCO project funding.
- **Work Location:** Primarily at SACTD, Meepe, with travel to Colombo, NIE, MoE, and provincial sites as needed.
- **Deliverables Submission:** Electronic and hard copy to DDG (Academic Affairs) – SACTD.
- **Coordination:** Consultants will work as part of the Project Team in collaborate with the UNESCO-appointed International Consultant under the Project Director of the SACTD.
- **Payment Schedule:** Based on deliverables and monthly progress reports (subject to SACTD approval).