

BIHAR VIKAS MISSION

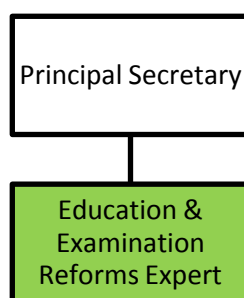
Job Description



1. General Information

Position Title:	Education & Examination Reforms Expert
Reports to:	Principal Secretary - Education Department
Department:	Bihar Vikas Mission
Job Code:	

2. Organization Chart



3. Key Accountabilities

Strategizing and Expert Advisory

- Support the Department in reforms related to the Bihar Education Code and other policies to realise the vision of ensuring inclusive and equitable quality education and promoting lifelong learning opportunities for all, in conjunction with relevant stakeholders in the Department (Principal Secretary, Secretaries etc.) and related functionaries
- Contribute to the Department's work plan for improvement in the administration of examinations in the State, through insightful analysis, modelling and innovative solutions
- Conduct domain research and provide insights and perspective to ensure incorporation of best practices from the legislative and regulatory framework related to education from across different states and facilitate management decision-making
- Support the Department in increasing the efficiency and effectiveness of the Bihar School Examination Board
- Assist the Department in formulating new policies and reforming existing policies in order to achieve the four major objectives that the Department is working towards:
 - Creating adequate physical infrastructure for schools
 - Maintaining healthy pupil-teacher ratio
 - Completing registration of all children in schools
 - Improving the quality of education imparted
- Support the Department in required process and system reforms to ensure effective implementation of the strategic plan and its continuous monitoring, as required
- Provide expert advice for development of proposals and plans for planning and implementation of initiatives for making rules, regulations, processes and procedures simple and transparent and decrease the possibilities of litigation
- Establish and build partnerships with important and relevant national and international public and private sector bodies and organizations like UNICEF, Ministry of Human Resource Development,

BIHAR VIKAS MISSION

Job Description



Education Departments of other states etc. to garner support for creating a progressive education code in the state

- Provide guidance and support to the Department in the communications, promotion, branding plans and activities to highlight the efforts of the Department and Government of Bihar towards improving the capacity and capability of education system in the State, as required

Continuous Improvement

- Identify opportunities for continuous improvement of systems, processes and practices taking into account international and national best practices, in order to facilitate cost optimization and productivity improvement

Policies, Systems, Processes & Procedures

- Recommend improvements to functional procedures and follow all relevant departmental policies, processes, standard operating procedures and instructions so that work is carried out in a controlled and consistent manner

Related Assignments

- Perform other related duties or assignments as and when required

4. Qualifications and Experience

Essential

- PG Diploma or Master's degree (full time) in any discipline
- Minimum 10 years of experience in education sector

OR

- Retired personnel from Government / relevant Industry with minimum 10 years of experience in education sector (last held position should not be lower than Joint Secretary or equivalent level)

OR

- At least 10 years of post-qualification experience in Indian Administrative Service / 15 years of post-qualification experience in State Administrative Service (last held position should not be lower than Joint Secretary or equivalent level) with minimum 3 years of experience in education sector

Preferred

- Less than 70 years of age as on 1st January 2018
- Experience in education policy development / reform and administration, examination reform / institutional capacity development in the domain of education
- Experience in a leadership position in Government or private institutions like VC/Registrar/Dean of Central/State University or Director / Joint Director / Advisor at institutions like UGC, AICTE, NCERT, CBSE, State Education Boards
- Proven track record of working in the education domain with state / central government / bilateral / multilateral organizations
- Ph.D. / Doctorate (full time) in any discipline
- Certificates / Courses in relevant areas will add weight to the candidature
- Honors / Awards / recognized publications in relevant area will be an added advantage

5. Knowledge and Other Skills

- Strong interpersonal and networking skills
- Experience of policy and process design, operations development and management in the domain of education

BIHAR VIKAS MISSION

Job Description



- Excellent knowledge of latest technologies, trends and best practices in instruction at scale
- Experience in providing evidence-based, outcomes-oriented programme management and technical support, including training, operations research and large-scale programme monitoring
- Demonstrated ability to manage staff/ consultants / operations in the States and managing large teams - technical, operations and administrative
- Fluency in written and spoken English and Hindi