

Expression of Interest (EOI)

TA to MEHE Senior Non-Key Expert for IT Institutionalization

1. Introduction:

About The Project:

As Lebanon sinks deeper into an economic and financial crisis, compounded by the ongoing war that has forced many families to evacuate their homes and seek refuge in schools, the education sector and the Ministry of Education and Higher Education (MEHE) are in urgent need of support. This support is critical to sustaining operations and ensuring that high-quality education can still be provided to all children residing in Lebanon, despite the increasingly difficult circumstances. The situation is becoming more complex, with a growing number of dropouts and out-of-school children, a significant migration of students from private to public schools due to unaffordable fees, declining teacher motivation, transportation challenges, and the lack of basic resources in schools, such as electricity. Schools have also been damaged or destroyed, further exacerbating the crisis. These challenges have collectively contributed to a significant decline in the quality of education.

Given these pressing issues, it is essential to provide support to MEHE, including the Directorate for General Education (DGE) and all other departments, to ensure learning continuity even amid war and other crises. The goal is to build a more resilient education system that delivers quality, inclusive, and safe education for all children. To address the current gaps, the **Technical Assistance to the Ministry of Education and Higher Education (TA to MEHE)** focuses on "building an education system better equipped to deliver quality basic education" through the following three outcomes:

- **Outcome 1:** enhance the governance capacities of the MEHE in the field of strategic and operational planning, monitoring, and reporting, budgeting and public finance management.
- **Outcome 2:** enhance the capacities of the MEHE for the delivery of quality teaching and learning by management and educational staff empowered with 21st century skills development.
- **Outcome 3:** enhance the performance of the public education system (MEHE) through improved management and business operating procedures.

2. Description of the assignment

The Ministry of Education and Higher education (MEHE) is undertaking a major effort to institutionalize its IT function. To that end it will enlist the support of partner universities and a senior IT institutionalization consultant to coordinate its actions. The assignment will contribute to all aspects of the IT directorate's operation but also provide a focused input to IT cybersecurity and compliance,

The effort will involve three steps. First, it will first involve a rapid IT audit. Second it will develop the IT policy and governance framework. Finally, it will create standard operating procedures (SOPs).

In today's educational landscape, robust IT infrastructure is essential for supporting teaching and learning processes. An effective IT system not only facilitates administrative functions but also enhances the overall educational experience for students and educators alike. The increasing reliance on digital tools and online resources

necessitates a thorough evaluation of the current IT environment to ensure it meets both present and future needs.

The purpose of this **Expression of Interest (EOI)** is to identify potential candidates who can deliver specialized expertise as a **Senior Non-Key Expert in IT Institutionalization**.

This opportunity offers a chance to collaborate with MEHE and contribute significantly to the advancement of Lebanon's educational IT framework, fostering a more efficient and equitable education system.

3. Scope of Work:

The assignment involves hiring a Senior Non-Key Expert to lead the institutionalization of IT within MEHE. This role will include conducting a rapid IT audit, developing an IT policy and governance framework, and creating standard operating procedures (SOPs) that align with best practices in IT governance.

Key Responsibilities:

1. **Rapid IT Audit:** Conduct a baseline assessment across IT infrastructure, applications, cybersecurity, data management, and governance.
 2. **IT Policy and Governance Framework:** Develop policies and structures addressing cybersecurity, data privacy, equitable access, and integration of digital tools.
 3. **Standard Operating Procedures (SOPs):** Create detailed processes for IT operations, ensuring consistency and alignment with educational objectives.
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4. Qualifications and Requirements:

The ideal candidate should possess:

- **Educational Background:** An advanced degree (Master's or PhD) in fields such as Information Technology, Education Management, or related disciplines.
 - **Professional Experience:** Particularly in roles that involve IT governance and systems.
 - **Expertise in IT Infrastructure:** Proven knowledge in assessing and optimizing IT systems.
 - **Cybersecurity Proficiency:** Experience in evaluating security measures and recommending enhancements.
 - **Public Sector Experience:** Familiarity with developing long-term strategic IT plans tailored to educational institutions.
 - **Educational Systems Knowledge:** Understanding how IT improvements can effectively support teaching and learning.
 - **Strategic Planning:** Experience in creating actionable IT plans with clear milestones for public sector entities.
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5. Submission Requirements:

Interested candidates should submit the following documents:

- **Detailed CV:** A comprehensive curriculum vitae outlining relevant professional experience, qualifications, and skills.
 - **Cover Letter:** A cover letter that clearly articulates the candidate's interest in the position, highlighting relevant experience related to IT Institutionalization.
 - **Supporting Documents:** Any additional materials showcasing expertise in similar projects.
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6. Submission Details:

All submissions must be sent electronically by **Monday December 16, 2024**. Late applications will not be considered. Please ensure that all documents are submitted in PDF format, clearly labeled with your name and the title of the position you are applying for (e.g., "Name _ SNKE_IT Institutionalization_CV.pdf").

7. Additional Information:

- This position is contingent upon donor approval and funding availability.
 - Please note that this EOI does not constitute a contract or an offer of employment. Shortlisted candidates will be contacted for the next steps in the selection process.
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