

Terms of Reference

Position : Teacher Trainer

Contract Type : Consultancy

Duration : 4 months (with possible extension)

Reports to : Team Leader / Academic Supervisor

Location : Various locations (Bangladesh)

Project : Training of Master Trainers in English (TMTE)

Role purpose

To plan and deliver quality English language teaching and methodology training for primary-level teachers working in Bangladeshi government primary schools in order to develop their English teaching skills and knowledge and their English proficiency as part of the Training of Master Trainers in English (TMTE) project.

This involves developing a cadre of 2,020 Master Trainers who will have a defined role within the education system, supporting other primary teachers across the country to improve their English language and teaching skills.

To support the wider aims of British Council and its cultural relations mission in Bangladesh.

Role context

The Ministry of Primary and Mass Education (MoPME) and Directorate of Primary Education (DPE) in Bangladesh have undertaken a major new sector-wide reform programme called the Primary Education Development Programme (PEDP4). One of the quality initiatives under PEDP4 aims to upgrade the English language proficiency and teaching skills of 130,000 teachers of English at primary level throughout Bangladesh.

The Training of Master Trainers in English (TMTE) project is the result of a realisation by MoPME that the level of primary teachers' English and the quality of English teaching in Bangladesh primary schools are not of sufficiently high standard to produce a workforce capable of serving the needs of national development.

To support this ambition, the British Council has been requested by MoPME to create a pool of Master Trainers from their existing staff through a cycle of training. The focus will be on creating a cadre of Master Trainers who will be proficient and skilled in English, have a clear understanding of effective teaching practice at primary level, and the skills and knowledge necessary to support the development of English teachers in primary schools. Ultimately, this cohort of Master Trainers will contribute to addressing the problem of inadequate English language skills (reading, writing, listening, speaking and presentation) and understanding of effective language teaching practices among teachers, and therefore indirectly support the learning of their students.

We have already delivered a small pilot (Cohort 1) in two selected Primary Teacher Training Institutes (PTI's) before upscaling to six PTI's (Cohort 2). Thereafter, we have further upscaled to 10 PTI's

(Cohort 3 and 4). We are now looking to upscale for a final time in September 2022 to thirteen PTI's (Cohort 5).

Below are example dates for the delivery of training (approximate only – to be confirmed):

Timetable	Trainers	PTIs	Trainees	Start	Finish
Cohort 5	26	13	650	11 September 2022	29 December 2022

- *There will be 2 weeks of induction prior to the start of delivery. You will be expected to be in country by 10 September 2022.*

The training will be implemented with the deployment of expatriate Teacher Trainers in 15 selected PTI's located across the country with 2 expatriate Teacher Trainers based in each PTI. Each expatriate Teacher Trainer will need to undergo two weeks of induction and orientation upon arrival in Bangladesh (inclusive of any quarantine period) before being deployed to their PTI.

There will be 2 expatriate Teacher Trainers deployed to each PTI and they will be housed in individual accommodation on the PTI compound. MoPME will be responsible for providing and maintaining accommodation of a suitable standard for all expatriate Teacher Trainers, based on accommodation requirements supplied by British Council, and agreed by MoPME and DPE. The British Council will assess and review all accommodation before expatriate Teacher Trainers take up residence. The British Council and MoPME will share responsibility for the security of the expatriate Teacher Trainers in each PTI. Police and local authorities will be alerted to the presence of expatriate Teacher Trainers in each location.

The Academic Supervisors will manage a cluster of PTIs, and all expatriate Teacher Trainers stationed within their cluster, making regular visits to the PTIs.

After selection, primary teachers (i.e. Master Trainees) will be posted to a PTI for roughly 14 weeks of residential training and development. A total of no more than 50 primary teachers will be posted to each of PTI involved in the training. They will then be split into two groups based on linguistic capacity. The maximum group size will be 25. Each group will be allocated to one of the expatriate Teacher Trainers for the duration of the training.

Delivery of the training will be six hours a day and five days a week - equal to 30 input/contact hours per week. The expatriate Teacher Trainers will each follow a five-day week (Sunday to Thursday) on staggered class schedules. Therefore, approximately 14 weeks will be required in order to reach the target of 500 hours of training for each training participant (inclusive of self-study).

The final start date of training will depend on four factors:

1. That it is safe to proceed with delivery of the training in the selected PTIs.
2. Finalisation of refurbishment work for accommodation and training venues to agreed standards.
3. Recruitment of suitable British Council Teacher Trainers.
4. Selection of suitable Master Trainees for each cohort.

Main accountabilities

Support British Council's global English strategy via the TMTE project by:

- Delivering quality face-to-face training to allocated groups of primary teachers

- Enhancing British Council's reputation as a world authority in ELT
- Continuing professional development and sharing of best practices

Threshold requirements

Right to work in country:

The candidate should have a legal right to work in Bangladesh

Security / legal checks required for the role:

Reference and Background Verification Checks as per British Council Bangladesh Pre-Deployment Check (PDC) guidance for consultants.

Language Requirements

Assessment stage

Proficiency in English (i.e. across all 4 skills - equivalent to user CEFR C2 or IELTS Band 8 / 9 in each of 4 sections of the academic module).

Shortlisting

Person specification

Qualifications

Minimum/essential

Desirable

Assessment stage

- Cambridge CELTA or Trinity College equivalent
- Undergraduate university degree

- Cambridge DELTA or Trinity College equivalent
- Post-graduate university degree

Shortlisting

Role specific knowledge and experience

Minimum/essential

Desirable

Assessment stage

- At least 5 years post-qualification experience (Cambridge CELTA / Trinity College TESOL) and preferably within the last 10 years
- At least 3 years experience working in similar environment
- At least 250 hours of teacher training experience*

(* applications from exceptionally qualified teachers with fewer training hours may be considered)

- Experience of working in the state school sector, either as a teacher or teacher trainer.
- Experience teaching primary aged children.
- Experience in delivering similar English language training programmes.
- Experience working in remote locations in a development context.

Shortlisting AND/OR interview

British Council values and behaviours	Assessment stage
<p>British council values and behaviours are applicable across our organisation, in all roles and at all levels. They are important because they say what we stand for at the British Council and help us to deliver our strategy. We use them to guide our decision making, as well as guiding how we treat one another and the people we work with. These will be assessed in the selection process. Our values are:</p> <p>Open and Committed; Expert and Inclusive; Optimistic and Bold.</p> <p>The behaviours for each values pair can be found on our Intranet SharePoint site for internal staff and at our Careers portal for external applicants.</p>	<p>Shortlisting AND /OR interview</p>
Application and Contractual Arrangement:	
<p>Contractual Arrangements</p> <p>The British Council will contract this work through a consultancy contract. The ToR is subject to modifications as per project needs.</p> <p>How to Apply</p> <p>To apply, please send 1) a cover letter, 2) an up to date curriculum vitae (CV) to the following email address:</p> <p>khaled.mustafa@britishcouncil.org</p> <p>Please mark in the subject line "Application for TMTE Teacher Trainer."</p> <p>No hard copy applications will be accepted.</p> <p>Only shortlisted applicants will be contacted for the next step of the recruitment process.</p> <p>Closing date: 8 August 2022</p>	