TERMS OF REFERENCE
BUSINESS ANALYST
FOR THE DEVELOPMENT AND LAUNCH OF THE NATIONAL EDUCATIONAL DIGITAL PLATFORM (E-PLATFORM) UNDER THE MINISTRY OF EDUCATION AND SCIENCE OF UKRAINE

ToR Date of Issuance:	**June 20, 2018**
Due Date for Applications:	**July 6, 2018**

PRSM is committed to providing equal employment opportunity without regard to race, color, religion, gender, sexual orientation, national or ethnic origin, age, disability or status as a veteran with respect to policies, programs and activities.

Background

The Professionals for Reform Support Mechanism (PRSM) provides human resource support – from managers to technical experts – to critical reform initiatives undertaken by national governmental agencies. PRSM is a multi-donor platform, which improves coordination of donor efforts for greater impact and avoids overlap of donor funding. It does not support routine work of the Government of Ukraine that is normally managed by the civil service. To do this, PRSM:

- **Selects initiatives** based on clearly defined links to reform initiatives;
- Ensures transparent **recruitment** of human resources;
- Manages the **contracting** and payment of human resources;
- Provides financial **reports** for donors;
- **Monitors** initiatives for results.

Reform Initiative

National Educational Digital Platform is a key component of the New Ukrainian School.

The reform was kickstarted by the new Law on Education. According to the Law, new competency-based and values-oriented curricula has to be imposed. Public management will be decentralized, schools and teachers get more autonomy. Teacher role, tasks and responsibilities will be revised. New opportunities for private and other types of schools will be introduced, while teacher training market will be liberalized. New market of modern learning resources, materials and technologies needs to be built virtually from the scratch.

This transition towards universal learning design, competency-based curriculum, enquiry-based learning is hindered by a number of factors. First of all, teachers lack relevant qualifications while supply of modern teacher training programs is limited. The educational content market is dominated by traditional paper publishers. The market of digital learning resources is in its inception.

As a result, parents are not happy with quality of learning resources. 30% of respondents cite 'lack of quality and engaging textbooks' as an important problem of secondary education in a recent survey . 29% are worried with schools providing knowledge which is not relevant to life, and 26% - outdated teaching methods and techniques.

The National Educational Digital Platform will provide teachers with online training, digital learning resources, learning management capabilities. Cutting-edge educational technology and modern content will help teachers and students to create personalized learning experience through multiple learning

profiles, developmental theories and their implications for practice, enable them to assess and employ a variety of teaching strategies to meet individual needs of each and every student.

Position Summary

Business Analyst will comprehend stakeholder requirements and translate them into IT deliverables.

Preferred Qualifications and Skills:
- 3+ years of experience in business analysis;
- Understanding modern Software Development Process;
- Experience with writing requirements, specifications, documentation, acceptance criteria;
- Experience in writing technical specifications (Tech Tasks or SRS) for IT projects;
- Experience with UML, BPML, Use Cases, Business oriented story writing;
- Effective at collaborating across internal and external partners and building relationships;
- Experience with complex educational technology projects is a plus;
- Working English is a plus.

Indicative duties and responsibilities:
- Analyses existing processes, especially reviewing, selection and procurement of digital textbooks;
- Acquires knowledge of the product from stakeholders;
- Writes user stories to succinctly and clearly express development objectives;
- Processes stakeholders' functionality requirements, clarifications and specifications;
- Understands project functionality from business and technical perspectives;
- Develops and supports the project documentation for the product modules (product requirements document).

Contract Duration and Timing

Full-time position based in Kyiv. The total duration of the consultancy is expected to be 1 year (6+6 months) with possible extension.

To apply

Submissions must be prepared in English and delivered electronically **by 17:00 Kyiv time on July 6, 2018** to the following address: prsm@fsr.org.ua. We do not welcome unsolicited phone calls.

All submissions must include:

1) Applicant's CV;
2) Applicant's brief letter of interest indicated related experience and achievements.

Please ensure to state **Business Analyst (E-platform MoES)** in the e-mail subject line.

Applications received after the indicated deadline or without letter of interest will not be reviewed and considered.

Shortlisted candidates will be contacted after July 10, 2018.