

TERMS OF REFERENCE

Faculty Professional Development Manager

Afghanistan Higher Education Project – Kabul Medical University

USAID Award No.: 306-A-00-06-00506-00

Project Site: Kabul, Afghanistan

Background to Afghanistan Higher Education Project (HEP)/Kabul Medical University

HEP will work with Kabul Medical University (KMU) and in partnership with the Ministry of Higher Education (MoHE) and Ministry of Public Health (MoPH) to achieve the following objectives: (1) improve the pre-service medical training offered in Afghan public universities to better meet workforce needs, beginning with KMU; and (2) establish a cadre of doctors graduating from Afghanistan's public universities who are able to offer high quality services in accordance with the Basic Package of Health Services (BPHS) and Essential Package of Hospital Services (EPHS).

Specifically, HEP and KMU will work towards achieving the following results: (1) improved coordination among stakeholders; (2) revised and updated curriculum at Kabul Medical University; (3) improved teaching methods at Kabul Medical University; (4) strengthened systems for clinical rotations; and (5) revised and rationalized admissions requirements.

Purpose

The faculty professional development manager will be responsible for designing, creating and implementing pedagogical training modules at Kabul Medical University.

Scope of Work

The faculty professional development manager will:

- Design implementation of pedagogy training activities at Kabul Medical University through needs assessment process, i.e. stakeholder meetings with university deans/rectors, faculty, students; focus group interviews with faculty; and classroom observations.
- Liaise with HEP Training and Professional Development Manager to draw upon existing pedagogical training modules.
- Create timeline of pedagogy training activities and maintain the documentation of training activities.
- Help select, train and supervise training staff.
- Work with Kabul Medical University steering committee, administrators, and faculty members to create training packages for specified roles (doctors, nurses, public health staff members).
- Work with KMU to identify key faculty members to identify younger faculty members for leadership training.
- Work with KMU & MOHE to keep records of individual achievements and learning.
- Work with MoHE to link courses, course products, course presentations into existing MoHE faculty rank system.

Period of Performance

This position shall be based in Kabul, Afghanistan. The 12 – 18 months contract will commence around July 1, 2009. This position is contingent upon funding.

Qualifications

Candidates are expected have the following qualifications:

- Master's degree, if not a doctoral degree, in medicine, social sciences and/or education.
- Experience in designing faculty professional development programs, training of trainers programs, teacher training programs, etc.
- Experience and capability to design curriculum, create learning materials, design effective pedagogies for the kinds of skills needed by doctors.
- Experience working in education in developing areas. Previous experience in Afghanistan or conflict/post-conflict settings required.
- Candidates proficient in Dari and/or Pashto are preferred.

Reporting

The faculty professional development manager will report to the deputy chief of party.

To apply, or ask any question about this position, please contact:

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