

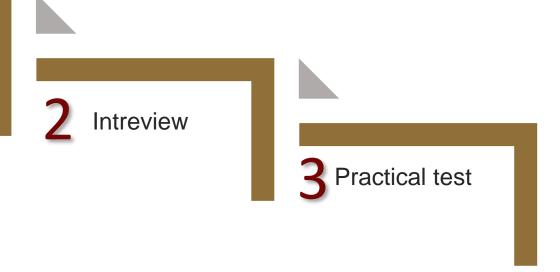


MoE Professional Selection Criteria for Evaluators in the Ministry of Education

Evaluation & Quality Directorate for Public Institutions & Early Years

www.moe.gov.ae

Submit CV and professional documents that highlight professional competencies in accordance with the standards set for each role.



approved methodologies and frameworks.

Skills, Knowledge & Personal Generic Competencies **Experience & Qualifications Essential Attributes** • Bachelor's degree in Education or an • Commitment to MoE vision and UAE · Ability to plan evaluation activities and carry out document and data analysis on education related discipline national priorities. schools and educational institutions in • At least 8 years' experience in the field of • Strong interpersonal skills which support terms of their inputs, operations, and teaching and 3 years in management of building positive and constructive performance from multiple sources, e.g., educational institutions or any similar field relationships with school leaders. self-evaluation and school improvement preferably in the field of international • In-depth knowledge of current national and schools. local government education policies and plan. Ability to Review and analyze the results of • At least 3 years' experience in supervision, guidelines. • Mentoring, supporting, guidance and monitoring and evaluation reports. evaluation/inspection, or accreditation of · Ability to Develop operational plans for educational institutions from an accredited counselling skills. schools' evaluation and determine the • Data collection skills through relevant institution. requirements for their implementation. • Recent and relevant experience and observations, interviews and focus group • Ability to Implement the evaluation discussions. knowledge in the field of education • Skills in computer literacy especially word, schedule conduct planned research evidenced through conducting to educational training courses, presenting at conferences, excel, power point and outlook. visits unannounced writing research papers, and giving lectures institutions and schools in accordance with

etc.

Generic Competencies

Experience & Qualifications Essential

Skills, Knowledge & Personal Attributes

evidence against the elements and performance indictors in the evaluation framework.

- Ability to conduct the necessary observations, interviews, and meetings within the scope of school evaluation.
- Ability to monitor deviations, irregularities, and discrepancies in any of the elements of the school evaluation framework.
- Ability to write reports on the results of visits to schools and educational institutions based on the outcomes from the visits and analysis of data and evidence.
- · Ability to report to the relevant bodies within the time frame and approved reporting standards.
- Ability to identify violations and deviations in the schools or educational institutions

As well as monitor, analyze and collect • Significant and strong knowledge of K-12 school evaluation and accreditation processes

- Strong understanding of UAE education system and its policies for operating schools
- Knowledgeable with effective strategies for turning around underperforming schools through leading and monitoring a rigorous school improvement process.
- Strong understanding of high-quality school management and drivers of school quality
- Considerable experience in national/international curriculum scope and sequence and its relevant standards.
- Considerable experience in networking and building partnerships with key education stakeholders for relevant interventions

- Persuasive strategic communication skills and ability to effectively build consensus among multiple stakeholders.
- Demonstrated ability to prioritize use of time and limited resources toward meeting ambitious and measurable objectives.
- Ability to work under minimum supervision
- Excellent report writing skills
- Able and willing to travel frequently to the field.
- Strong communication skills verbally and in writing in English and in Arabic for bilingual evaluators.

Generic Competencies	Experience & Qualifications Essential	Skills, Knowledge & Personal Attributes
and suggest corrective measures and	especially the MoE and various	
improvement practices.	departments.	
Ability to prepare the final reports and	• Experience engaging in research and	
drawing up strengths, weaknesses, and	learning (managing external evaluations)	
irregularities in complying with policies,	• Experience in developing and implementing	
standards, specific controls, and	professional school evaluation and	
improvements and contribute to the	inspection systems and processes that drive	
preparation and implementation of surveys	school improvement	
and studies related to the Quality and	• Experience in school evaluations and	
Evaluation Department and any similar	reporting through critical analysis of school	
initiatives.	data	
Ability to monitor the positive practices and	• Experience in quality assurance and quality	
positive experiences in schools or	management competencies	
educational institutions that can be	• Track record of improving student learning	
mainstreamed.	outcomes through teacher training and	
Ability to monitor the general development	school support	
and improvement of the inputs, operations	• Various experiences in more than one	
and performance of schools and	educational institution (school, college,	
educational institutions.	university, nursery, children's center,	

Generic Competencies	Experience & Qualifications Essential	Skills, Knowledge & Personal Attributes
• Ability to support the evaluation	training center, educational consultancy	
department and related parties to monitor	etc.)	
cases of non-conformity in Ministry of		
Education and educational institutions; to		
ensure that they are closed within the		
specified time frame.		



A lead evaluator must fulfil all of the selection criteria, experience, qualifications & skills of the team evaluator along with:



The team leader should have occupied a senior leadership position in an educational institution, in addition to having experience of not less than 5 years in leading evaluation teams, and he must have a clear understanding of the process of improving and developing schools.



MA in Education or an education related discipline



Quality Management Certificate is desired (RCQM, EFQM, GEM, etc.)

Generic Skills and Competencies	Role Specific Competencies	Experience and Qualifications Essential
• Planning and Organizing: Anticipate	• Functional Domain Expertise: Provide domain	PhD degree in Education or related field
and overcome obstacles and develop a	knowledge expertise and support as required for	• 10 years relevant experience
contingency plan to address them. Take	the department projects and operations in order to	• Licensed in senior Quality Management and
necessary corrective action when plans	resolve the problem at hand and support	Quality Assurance in education field.
go off-track	departments overall objectives	• An understanding and experience of school
• Leadership Skills and have experience at	• Communication: Interact with people (Verbal &	improvement
senior position to lead organization.	Written) openly and directly and accurately	• An understanding of school evaluation
• Problem Solving and Decision	convey opinion in different circumstances to	approaches
Making: Recognize, analyse, and solve	influence and persuade	Fluent in written and spoken English
problems using a logical approach.	• Technical Solutions/plan: Design solutions	
Quickly understand the nature of the	based on specialised knowledge for the defined	
problem and develop alternative	subject related issues and problems in the	
solutions	department/project in order to meet department	
• Quality and effectiveness: Maintain	goals and objectives.	
quality in work of the department and	• Conflict Management and Negotiation:	
ensure effectives in department	Consider conflict as a 'creative' process to find	
outcomes. To meet the requirements of	solutions and opportunities to grow and	
the department.	appreciate others' differences. Conduct complex	
	negotiations at the highest level.	