

TERMS OF REFERENCE

for the **Director, Operations Technical Secretariat (OTS)**

of the Accelerating Higher Education Expansion and Development (AHEAD) operation

1. BACKGROUND

The development of the higher education sector is of central importance to enable Sri Lanka to make the transition from a Lower-Middle Income Country (LMIC) to an Upper Middle-Income Country (UMIC). Recognizing this, the Government of Sri Lanka (GoSL) and the World Bank have agreed, to support the higher education sector through a Bank funded Accelerating Higher Education Expansion and Development (AHEAD) operation.

2. THE OPERATION

Accelerating Higher Education Expansion and Development (AHEAD) operation is organized into two components. The first is a Program Component that supports the national Higher Education Development Program. The second is a systems strengthening, capacity building and technical assistance component that will assist GoSL to strengthen the higher education sector and achieve the objectives of the AHEAD program component. This second will also cover monitoring and evaluation, policy analyses, program coordination and communication.

The implementing agency is the Ministry of Higher Education and Highways (MHEH). The University Grants Commission (UGC) will coordinate the activities of the universities. There will be an Operations Monitoring and Support Team (OMST) which will coordinate and support all AHEAD activities between the MHEH, UGC, and the universities.

AHEAD has three Results Areas:

Results Area 1: Increasing Enrollment in Priority Disciplines for Economic Development

Results Area 2: Improving the Quality of Higher Education

Results Area 3: Promoting Research, Development and Innovation

3. KEY TASKS

The main duties and responsibilities of the OTS Director will be to:

- Direct, monitor and coordinate the overall implementation of AHEAD activities at the university level
- Facilitate the efficient implementation of AHEAD activities by the various faculties and academic teams of the university which qualify for funding under the Operation.
- The OTS Director will report to the Vice Chancellor.
- Facilitate the preparation and submission of proposals for AHEAD activities under the Three Results Areas above by faculties/university academics.
- Hold overall responsibility for the procurement and financial management aspects of AHEAD in the university
- Monitor and facilitate contract implementation and management under the AHEAD activities.