**Education Specialist**

POSITION TITLE : Education Specialist

POSITION NUMBER :

POSITION LEVEL : International Staff (IS) 4

RECRUITMENT TYPE : International

POSITION LOCATION : ADB Headquarters, Manila, Philippines

TYPE OF APPOINTMENT : Sponsor-funded Staff Program (SFSP)

**Overview**

Asian Development Bank (ADB) is an international development finance institution headquartered in Manila, Philippines and is composed of 68 members, 49 of which are from the Asia and Pacific region. ADB’s mission is to reduce poverty and promote sustainable economic growth in the region. ADB’s main instruments for helping its developing member countries are policy dialogue, loans, equity investments, guarantees, grants, and technical assistance.

ADB only hires nationals of its [68 members](https://www.adb.org/about/members).

The position is assigned in the Education Sector Group of the Sector Advisory Service Cluster (SDSC-EDU) within the Sustainable Development and Climate Change Department (SDCC). SDCC provides leadership, innovation, and knowledge sharing for ADB’s sector and thematic work. The Sector Advisory Service Cluster (SDSC) is responsible for providing policy advice, operational support, and knowledge expertise in mainstreaming priorities in the education, energy, finance, health, transport, urban, and water sectors in ADB operations.

To view ADB Organizational Chart, please click [here](https://www.adb.org/about/how-were-organized).

**Job Purpose**

The Education Specialist is expected to undertake analytical, thematic, and sector work in the education sector, and support the operations departments in formulating policy, strategies, and programs to scale up ADB operations in the education sector. He/she will provide support to lending and non-lending education operations in the regional departments, which includes regional technical assistance processing and administration, and formulation of and implementation for regional cooperation and integration. He/she will conduct capacity building and knowledge work and contribute to knowledge sharing and staff development activities. The incumbent will report to Chief of Education Sector Group.

**Responsibilities**

* Provide information and conduct analysis to develop the ADB education sector strategies and policies, in consultation with regional departments and country resident missions.
* Support regional departments’ need to implement operational priorities outlined in Strategy 2030, particularly to generate quality jobs and improve the quality of education and training.
* Conduct economic, thematic and sector work (sector studies, sector policy papers) in the context of sustainable economic development and poverty reduction focusing on education reforms.
* Provide inputs relating to ICT-based student assessment and curriculum development to improve teaching and learning in 21st century skills.
* Provide inputs related to secondary and higher education innovation including digital and green skill development, cooperation with other sector groups including Health, Climate Change and so on.
* Support project teams in the formulation of lending and non-lending pipeline of projects in the education sector to ensure full compliance of ADB policies and procedures.
* Identify opportunities for ADB assistance projects in the education sector in developing member countries (DMCs).
* Undertake analysis and assessment of key education sector issues and prepare relevant reports, articles, presentations and publications through web-posting and knowledge sharing events within and outside the department.
* Participate in and contribute to internal and external training and conferences on the education sector and other activities for advocacy, dissemination and knowledge building.
* Prepare and disseminate knowledge products for sharing knowledge and experience on timely topics, best practice, education innovation and education assessment, and partnerships in education assessment.

**Relevant Experience & Requirements**

* Master’s degree or equivalent in education, economics, engineering, and other relevant fields. Alternatively, university degree in related fields combined with additional relevant professional experience can be considered.
* Minimum of 8 years of relevant professional experience in education sector or other relevant fields with international experience on development work.
* Excellent written and verbal communication skills in English is required.
* Proven expertise in applying advanced knowledge, practices and solutions in the areas of education access, quality, and relevance in developing countries context.
* Understanding of issues pertaining to multiple levels of education, particularly in learning, pedagogy, and assessment.
* Please refer to the [link](https://www.adb.org/sites/default/files/page/42368/adb-international-staff-levels-3-4.pdf) for ADB Competency Framework for International Staff level 4.

**General Considerations**

The selected candidate is appointed for an initial term of 3 years.

ADB offers competitive remuneration and a comprehensive [benefits package](https://www.adb.org/site/careers/what-we-offer). Actual appointment salary will be based on ADB’s standards and computation, taking into account the selected individual’s qualifications and experience.

ADB seeks to ensure that everyone is treated with respect and given equal opportunities to work in an inclusive environment. ADB encourages all qualified candidates to apply regardless of their racial, ethnic, religious and cultural background, gender, sexual orientation or disabilities. Women are highly encouraged to apply.

*Please note that the actual level and salary will be based on qualifications of the selected candidate.*