



**UNIVERSITY OF COLOMBO**

**CONSULTANT  
COORDINATOR/TRAINER  
FACULTY OF ARTS AHEAD PROJECT**

The University of Colombo will entertain applications from suitably qualified persons for the above posts up to **18<sup>th</sup> August 2019**.

**A. Consultant: Designing language guides for selected scholarly reading**

Under its World Bank-funded Accelerating Higher Education Expansion and Development (AHEAD) project, the Faculty of Arts seeks a consultant to design language guides for students, as part of an overall effort to move towards bilingual instruction.

**01. TASKS**

The selected expert will be required to:

- (1) Carry out a consultation process with the respective Heads and staff of the Faculty's Departments and Units to identify a pool of academic texts for which language guides would most benefit students and the teaching and learning challenges associated with students' engagement with this material
- (2) Consult with a focus group of students, representative of all years, as well as the General and Special Degree programmes, on the issues that hinder their reading and understanding of academic texts
- (3) Draft guides for selected academic texts in each year to support students' comprehension of the language, focusing on structure, rhetorical and analytical techniques, composition and structure, etc.
- (4) The consultant will produce and finalise the first set of guides (6) for Fourth-Year courses by the end of 2019, for immediate use in the following academic year. The next set of language guides (10) for Third-Year courses will be required at the end of 2020, to be used in classes the next year. The consultant shall produce the final set of Second- and First-Year language guides (12) by the end of 2021.
- (5) Present each set of guides to focus groups of students and teachers for feedback
- (6) Finalise guides for use by lecturers and students
- (7) In addition, the consultant will be required to submit regular progress reports to the Dean, Faculty of Arts, and the Coordinator, AHEAD project.

## **02. DELIVERABLES**

- (1) By the end of 2019, **6** language guides for academic texts used in Fourth-Year core courses in the Faculty of Arts
- (2) By the end of 2020, **10** language guides for academic texts used in the Faculty's Third-Year core courses
- (3) By the end of 2021, **12** language guides for academic texts used in the Second- and First-Year core courses

## **03. DURATION**

From signing of contract up to the end of 2021

## **04. ELIGIBILITY**

- (1) A higher degree in the Humanities or Social Sciences from a Sri Lankan or recognised foreign university
- (2) Demonstrated exceptional writing skills in English
- (3) Experience of teaching English as a second language within the state university system will be considered an advantage

## **05. METHOD OF PAYMENT**

A total payment of LKR 470,400 disbursed on completion of deliverables as follows:

- (1) By the end of 2019, **06** language guides for academic texts used in Fourth-Year core courses in the Faculty of Arts: LKR 100,000
- (2) By the end of 2020, **10** language guides for academic texts used in the Faculty's Third-Year core courses: LKR 100,000
- (3) By the end of 2021, **12** language guides for academic texts used in the Second- and First-Year core courses: LKR 200,400

## **B. Coordinator / Trainer: Strengthening Faculty of Arts Staff Capacities in Bilingual Instruction**

### **01. TASKS**

The selected trainer will be required to:

- (1) Carry out a consultative process with Dean, Faculty of Arts and Heads and staff of the Faculty's Departments and Units of to determine the preferred / most apposite model of bilingual instruction, as well as existing capacities and knowledge / training requirements of each Department and Unit (including through any necessary assessments)
- (2) Based on the results of the above, design and deliver a training programme for staff, consisting of training in academic English, pedagogical techniques consistent with bilingual instruction, and other aspects as required. The training programme may consist of,

- Training workshops (number and duration of workshops to be determined with relevant Faculty and project stakeholders)
  - Identification of suitable massive open online courses (MOOCs) and other potential online resources which staff can complete in their own time
  - Other potential training components and modalities determined together with the Dean, Faculty of Arts, and Heads and staff of Departments and Units
- (3) In addition, the consultant will be required to submit regular progress reports to the Dean, Faculty of Arts, and the Coordinator, AHEAD project.

**02. DELIVERABLES**

- (1) Documented training plan, tailor-made to faculty requirements, towards bilingual instruction consisting of (2) above
- (2) Delivery of a series of workshops, inclusive of appropriate training materials, etc, (number and duration of workshops to be determined with relevant Faculty and project stakeholders)
- (3) Other substantive components and modalities to be determined with relevant Faculty and project stakeholders

**03. DURATION**

From signing of contract up to the end of 2021

**04. ELIGIBILITY**

Qualified individuals will have,

- (1) A higher degree in the Humanities or Social Sciences, from a Sri Lankan or recognised foreign university
- (2) A qualification in teaching English as a Second Language, as well as relevant teaching experience within the state university system, will be considered advantages

**05. METHOD OF PAYMENT**

A total payment of LKR 400,000 disbursed on completion of deliverables as follows:

- 1) Documented training plan, tailor-made to faculty requirements, towards bilingual instruction  
LKR 50,000
- 2) Predetermined number of workshops, inclusive of appropriate training materials, etc  
LKR 250,000
- 3) Other substantive components and modalities to be determined with relevant Faculty and project stakeholders  
LKR 100,000

**INSTRUCTIONS FOR APPLICATION**

Candidates are invited to submit (a) an application and (2) writing samples, on the basis of which selected candidates will be interviewed. Duly completed applications should be forwarded with copies of relevant certificates under registered cover to reach the **Coordinator, AHEAD Project Office, Faculty of Arts, University of Colombo, No. 94,**

**Cumaratunga Munidasa Mawatha, Colombo 03**, with a soft copy to [arts@ahead.cmb.ac.lk](mailto:arts@ahead.cmb.ac.lk), on or before **13<sup>th</sup> August 2019**.

University of Colombo, No. 94, Cumaratunga Munidasa Mawatha, Colombo 03  
20<sup>th</sup> July 2019