OFFICE CIRCULAR

PRINCIPAL ADMINISTRATOR (GRADE A4) IN THE CENTRE FOR EDUCATIONAL RESEARCH AND INNOVATION (CERI)

Closing date for applications: 3 June 1992

Duties:

- The holder of this post will be responsible under the authority of the Deputy Director for Education for carrying out the tasks of senior researcher and/or project leader which include:

1. Design, planning and execution of research studies and policy analyses relating to a broad range of issues at the interface between education and social and economic policy.

2. Analysis and evaluation of significant trends and innovations in Member countries in relation to these issues within the education and training sectors.
3. • Analysis of the results of research and development work on new approaches to curriculum, learning and educational organisation and their assimilation into educational policy and practice.

4. • Supervision of professional staff and consultants involved in the above activities.

5. • Preparation of reports and application of quality control measures to written documents and other outcomes of activities as required.

Principal Qualifications:

1. • University degree, or equivalent, in social or human sciences.

2. • Research experience in educational development and innovation and analytical capacity to relate these areas to broader social and economic issues and policies.

3. • Knowledge and experience of a national education system; proven ability in educational policy analysis; interest in educational trends and developments in the global environment.

4. • Proven ability to work simultaneously on a number of different projects, to co-operate in teams and to supervise the work of colleagues and consultants.

5. • High level communication skills both oral and written. Excellent knowledge of one of the official languages of the Organisation (English or French) and ability to draft to a high standard in that language; good working knowledge of the other.