



## Education Development Professionals

Education Development Professionals are entrusted with the responsibility of carrying out a wide range of technical tasks required for the coordination and administration of the education sector.

### Optional Job Titles:

Basic Salary (monthly in MVR):

18,218

- Chief Curriculum Development Executive
- Chief Education Quality Assurance Executive
- Chief Inclusive Education Executive
- Controller of Public Examinations
- Education Development Professional, Rank 4

| MISSCO Code  | Skill Level | Public Service Rank   | Job Family          | Institutional Category | Attendance Benefit (daily in MVR)  | Job Allowance (monthly in MVR) |        |        |
|--|-------------|---|---------------------|------------------------|--|--------------------------------|--------|--------|
|  |             |   |                     |                        |  | Step 1                         | Step 2 | Step 3 |
| 1345   | 4           | 11  | Educational Service | 3                      | 282  | 10,434                         | 11,999 | 13,564 |
| <b>Licenses and professional trainings</b>         |             | Recruiting institution may specify licenses or professional trainings as a prerequisite for employment.   |                     |                        | These posts are classified as senior management posts under Article 34 (a) of the Maldives Employment Act (2/2008). Thus, the occupants of these posts are not entitled for overtime payment and extra payment for working during public holidays. |                                |        |        |
| <b>Education qualification and work experience</b> |             | <ol style="list-style-type: none"> <li>1. Maldives National Qualifications Framework level 10 qualification in a related field of study; and minimum 2 years work experience as a school teacher; and minimum 6 years of relevant work experience, that is inclusive of minimum 2 years' experience in a managerial role.</li> <li>OR;</li> <li>2. Maldives National Qualifications Framework level 7/8 qualifications AND level 9 qualification in a related field of study; and 2 years work experience as a school teacher; and minimum 6 years of relevant work experience, that is inclusive of minimum 4 years' experience in a managerial role.</li> </ol> |                     |                        |  |                                |        |        |



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| <p><b>Field of study (recruiting institution to select a field or fields depending on the job description)</b></p>   | <p>Curriculum &amp; Instruction, Curriculum &amp; Instructional Technology, Curriculum Design &amp; Innovation, Curriculum Studies.</p> <p>Teaching, Educational Leadership, Leadership in Education, Leadership &amp; Digital Education, Teacher Leadership, Changing Education, Educational Treatment of Diversity, Inclusive Education, Educational Transformation, Education Entrepreneurship, Educational Psychology, Special Education.</p> <p>Education Policy, Education Management, Educational Administration, School Administration, School Management, School Leadership.</p>  |
| <p><b>Areas of work experience (recruiting institution to select the relevant area or areas depending on the job description)</b></p>  | <p>Managerial, technical or research work in an education institution, or a higher education institution, or a government organization with education or higher education related mandate.</p>   |
| <p><b>Examples of core job duties (note: The examples specified here are possible duties equivalent for a job at this rank of this job matrix. The recruiting institution is required to make necessary amendments for each job)</b></p> | <ol style="list-style-type: none"> <li>1. Plan and manage the operation of government schools in accordance with the policy of the education sector.</li> <li>2. Implement and maintain the provision of all resources to the schools as determined by the Ministry of Education.</li> <li>3. Oversee the work on gathering and maintaining information on the operation of government and private schools in Maldives.</li> <li>4. Oversee the work on assessing whether public and private schools in Maldives are operating in accordance with the policies set by the Ministry of Education.</li> <li>5. Coordinate the provision of government funding to pre-schools.</li> <li>6. Oversee the work on reforming the policies of the Ministry of Education for the operation of public and private schools in Maldives.</li> <li>7. Coordinate the necessary measures and actions to improve the quality of services provided by government schools.</li> </ol> |



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| Optional Job Titles: | Basic Salary (monthly in MVR): | 16,539 |
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- Lead Curriculum Development Officer
- Lead Education Quality Assurance Officer
- Lead Inclusive Education Officer
- Lead Public Examinations Officer
- Education Development Professional, Rank 3

| MISSCO Code  | Skill Level | Public Service Rank   | Job Family          | Institutional Category | Attendance Benefit (daily in MVR) | Job Allowance (monthly in MVR) |        |        |
|--|-------------|---|---------------------|------------------------|-----------------------------------|--------------------------------|--------|--------|
|  |             |   |                     |                        |                                   | Step 1                         | Step 2 | Step 3 |
| 2425   | 4           | 10  | Educational Service | 3                      | 209                               | 7,718                          | 8,876  | 10,034 |
| <b>Licenses and professional trainings</b>   |             | Recruiting institution may specify licenses or professional trainings as a prerequisite for employment.   |                     |                        |                                   |                                |        |        |
| <b>Education qualification and work experience</b>   |             | <ol style="list-style-type: none"> <li>1. Maldives National Qualifications Framework level 10 qualification in a related field of study; and minimum 2 years work experience as a school teacher.<br/>OR;</li> <li>2. Maldives National Qualifications Framework level 7/8 qualifications AND level 9 qualification in a related field of study; and 2 years work experience as a school teacher; and minimum 4 years of relevant work experience.<br/>OR;</li> <li>3. 4 years' work experience in Education Development Professional Rank 2.</li> </ol>                                  |                     |                        |                                   |                                |        |        |
| <b>Field of study (recruiting institution to select a field or fields depending on the job description)</b>                    |             | <p>Curriculum &amp; Instruction, Curriculum &amp; Instructional Technology, Curriculum Design &amp; Innovation, Curriculum Studies.</p> <p>Teaching, Educational Leadership, Leadership in Education, Leadership &amp; Digital Education, Teacher Leadership, Changing Education, Educational Treatment of Diversity, Inclusive Education, Educational Transformation, Education Entrepreneurship, Educational Psychology, Special Education.</p> <p>Education Policy, Education Management, Educational Administration, School Administration, School Management, School Leadership.</p> |                     |                        |                                   |                                |        |        |
| <b>Areas of work experience (recruiting institution to select the relevant area or areas depending on the job description)</b> |             | Managerial, technical or research work in an education institution, or a higher education institution, or a government organization with education or higher education related mandate.   |                     |                        |                                   |                                |        |        |



**Examples of core job duties (note: The examples specified here are possible duties equivalent for a job at this rank of this job matrix. The recruiting institution is required to make necessary amendments for each job)**

1. Formulate, implement and monitor the master plan, strategic plan, programmes, policies and performance standards of the education sector.
2. Coordinate and oversee educational policy research and analysis.
3. Coordinate the implementation of educational policies and activities.
4. Assess the implementation of education policies and measure the responsiveness of various departments of the administration to those policies.
5. Supervise the preparation of reports and documents for the presentation of educational policies.
6. Advise and consult with government officials on education policies and legal issues related to such policies.
7. Represent the ministry in the media, seminars and other public forums to provide information on education sector policies.



| <b>Optional Job Titles:</b>   |             |  |                     | <b>Basic Salary (monthly in MVR):</b> |                                   | 14,886                         |        |        |
|---|-------------|--|---------------------|---------------------------------------|-----------------------------------|--------------------------------|--------|--------|
| <ul style="list-style-type: none"> <li>• Senior Curriculum Development Analyst</li> <li>• Senior Education Quality Assurance Analyst</li> <li>• Senior Inclusive Education Analyst</li> <li>• Senior Public Examinations Analyst</li> <li>• Education Development Professional, Rank 2</li> </ul> |             |  |                     |                                       |                                   |                                |        |        |
| MISSCO Code   | Skill Level | Public Service Rank  | Job Family          | Institutional Category                | Attendance Benefit (daily in MVR) | Job Allowance (monthly in MVR) |        |        |
|   |             |  |                     |                                       |                                   | Step 1                         | Step 2 | Step 3 |
| 2425  | 4           | 9  | Educational Service | 3                                     | 188                               | 6,947                          | 7,989  | 9,031  |
| <b>Licenses and professional trainings</b>  |             | Recruiting institution may specify licenses or professional trainings as a prerequisite for employment.  |                     |                                       |                                   |                                |        |        |
| <b>Education qualification and work experience</b>  |             | <ol style="list-style-type: none"> <li>1. Maldives National Qualifications Framework level 7/8 qualifications AND level 9 qualification in a related field of study; and 2 years work experience as a school teacher; and minimum 2 years of relevant work experience.<br/>OR;</li> <li>2. 4 years' work experience in Education Development Professional Rank 1.</li> </ol>   |                     |                                       |                                   |                                |        |        |
| <b>Field of study (recruiting institution to select a field or fields depending on the job description)</b>   |             | <p>Curriculum &amp; Instruction, Curriculum &amp; Instructional Technology, Curriculum Design &amp; Innovation, Curriculum Studies.</p> <p>Teaching, Educational Leadership, Leadership in Education, Leadership &amp; Digital Education, Teacher Leadership, Changing Education, Educational Treatment of Diversity, Inclusive Education, Educational Transformation, Education Entrepreneurship, Educational Psychology, Special Education.</p> <p>Education Policy, Education Management, Educational Administration, School Administration, School Management, School Leadership.</p>  |                     |                                       |                                   |                                |        |        |
| <b>Areas of work experience (recruiting institution to select the relevant area or areas depending on the job description)</b>  |             | Technical or research work in an education institution, or a higher education institution, or a government organization with education or higher education related mandate.  |                     |                                       |                                   |                                |        |        |
| <b>Examples of core job duties (note: The examples specified here are possible duties equivalent for a job at this rank of this job matrix. The recruiting institution is required to make necessary amendments for each job)</b>   |             | <ol style="list-style-type: none"> <li>1. Study the changes to be made in the education system and public schooling system in order to formulate the master plan and strategic plans of the education sector and to submit policy proposals to the relevant authorities in the light of such studies.</li> <li>2. Conduct impact review studies of education sector policies and submit such findings to the relevant government authorities.</li> <li>3. Provide technical assistance to the government in the formulation, development, coordination and evaluation of government policies for the development of the education sector.</li> </ol> |                     |                                       |                                   |                                |        |        |

4. Develop methodologies and tools for independent review of government education policies.
5. Identify policies in other sectors that are not aligned with the policies of the education sector, and advise the government on how to resolve such issues.
6. Review documents on education sector policies and advise the relevant authorities on necessary reforms.
7. Assist teacher educators in their work.



| <b>Optional Job Titles:</b>   |             |  |                     | <b>Basic Salary (monthly in MVR):</b> |                                   | 12,753                         |        |        |
|---|-------------|--|---------------------|---------------------------------------|-----------------------------------|--------------------------------|--------|--------|
| <ul style="list-style-type: none"> <li>• Curriculum Development Analyst</li> <li>• Education Quality Assurance Analyst</li> <li>• Inclusive Education Analyst</li> <li>• Public Examinations Analyst</li> <li>• Education Development Professional, Rank 1</li> </ul> |             |  |                     |                                       |                                   |                                |        |        |
| MISSCO Code   | Skill Level | Public Service Rank  | Job Family          | Institutional Category                | Attendance Benefit (daily in MVR) | Job Allowance (monthly in MVR) |        |        |
|   |             |  |                     |                                       |                                   | Step 1                         | Step 2 | Step 3 |
| 2425  | 4           | 8  | Educational Service | 3                                     | 161                               | 5,951                          | 6,844  | 7,737  |
| <b>Licenses and professional trainings</b>  |             | Recruiting institution may specify licenses or professional trainings as a prerequisite for employment.  |                     |                                       |                                   |                                |        |        |
| <b>Education qualification and work experience</b>  |             | Maldives National Qualifications Framework level 7/8 qualifications in a related field of study; and 2 years work experience as a school teacher; and minimum 2 years of relevant work experience.   |                     |                                       |                                   |                                |        |        |
| <b>Field of study (recruiting institution to select a field or fields depending on the job description)</b>   |             | Curriculum & Instruction, Curriculum & Instructional Technology, Curriculum Design & Innovation, Curriculum Studies.<br>Teaching, Educational Leadership, Leadership in Education, Leadership & Digital Education, Teacher Leadership, Changing Education, Educational Treatment of Diversity, Inclusive Education, Educational Transformation, Education Entrepreneurship, Educational Psychology, Special Education.<br>Education Policy, Education Management, Educational Administration, School Administration, School Management, School Leadership. |                     |                                       |                                   |                                |        |        |
| <b>Areas of work experience (recruiting institution to select the relevant area or areas depending on the job description)</b>  |             | Technical or research work in an education institution, or a higher education institution, or a government organization with education or higher education related mandate.  |                     |                                       |                                   |                                |        |        |
| <b>Examples of core job duties (note: The examples specified here are possible duties equivalent for a job at this rank of this job matrix. The recruiting institution is required to make necessary amendments for each job)</b>                                     |             | <ol style="list-style-type: none"> <li>1. Conduct research and provide analytical support for educational master plan decisions.</li> <li>2. Conduct research for the different stages of formulation and implementation of various plans of the education sector, and formulate proposals in the light of such research.</li> <li>3. Coordinate and carry out the work of special projects to be formulated in connection with urgent works assigned to the education sector.</li> </ol>  |                     |                                       |                                   |                                |        |        |

4. Work with various departments of the administration to assess the achievement of educational objectives and submit information to the relevant authorities.
5. Hold regular meetings with various educational agencies, assist in shaping the work of the agencies to better align with other agencies, and provide advice and consultation.
6. Work with human resource professionals in evaluating how educators plan their activities.
7. Develop and implement change management strategies to robustly implement changes in the education sector and work with various stakeholders to establish a culture that welcomes change.

