

नेपाल सरकार
शिक्षा, विज्ञान तथा प्रविधि मन्त्रालय
शिक्षा तथा मानव स्रोत विकास केन्द्र
शैक्षिक व्यवस्थापन तालिम शाखा

बिषय: विज्ञहरुको रोष्टर सूचीमा नाम समावेश गराउने सम्बन्धी सूचना ।

शिक्षा तथा मानव स्रोत विकास केन्द्र अन्तर्गत यस शैक्षिक व्यवस्थापन तालिम शाखाबाट विभिन्न समयमा विभिन्न प्रकारका तालिम तथा प्रशिक्षण कार्यक्रमहरु सञ्चालन गर्नुपर्ने भएकोले सम्बन्धित बिषयमा कम्तिमा स्नातकोत्तर उपाधि प्राप्त गरी सो बिषय क्षेत्रको अनुभव हासिल गरेका इच्छुक विज्ञहरुलाई रोष्टर सूचीमा नाम सूचिकृत गर्ने प्रयोजनका लागि तपसिलको ढाँचामा मिति २०८२ मंसिर ५ गतेभित्रमा यस शाखाको ईमेल emts.cehrd22@gmail.com मा विवरण समावेश गर्न हुन सम्बन्धित सबैमा यो सूचना प्रकाशित गरिएको छ ।

क्र. सं.	विज्ञको नाम थर	कार्यालय / संस्था	शैक्षिक योग्यता	बिषय क्षेत्र	अनुभव वर्ष	सम्पर्क नं.	ईमेल

A EDUCATION MANAGEMENT TRAINING GAZETTED II-CLASS OFFICERS

MODULE 1. POLICY & EDUCATIONAL GOVERNANCE

Content Areas	Sub-contents
1. Policy and Legal Frameworks	1.1 National policy & Education Policy Ecosystem 1.2 Drafting Education Policies and Legal Instruments 1.3 Education Governance Concepts and Legal Frameworks 1.4 Federalism & Contemporary Education Governance Issues
2. Educational Planning and Budgeting	2.1 Planning Frameworks and Tools 2.2 Budgeting in Education
3. Governance and Accountability	3.1 Governance and Accountability Mechanisms 3.2 Accountability Tools and Challenges
4. Coordination and Implementation	4.1 Multi-Tier Governance Coordination 4.2 Policy Implementation and Problem Solving
5. Monitoring, Reporting, and Reflection	5.1 Monitoring and Evaluation Systems 5.2 Reporting and Learning Loops
6. Public Service Design and Delivery	6.1 Public Service Values and Design Thinking 6.2 Innovative & Digital Service Models 6.3 Field Visit and Reflection

MODULE 2. PERSONAL AND PROFESSIONAL DEVELOPMENT

Content Areas	Sub-contents
1. Transformation through leadership practice	1.1. Principles of Transformational Leadership 1.2. Ethics and Public Service Integrity 1.3. Strategic Leadership in Federal Education Governance
2. Digital Fluency and Lifelong Learning	2.1. Digital Tools for Professional Development 2.2. ICT for Self-Management and Reflective Practice 2.3. Lifelong learning for performance
3. Transforming through emotional intelligence and inner well-being	3. 1. Emotional Intelligence for Civil Servants 3.2 Techniques of stress healing technique 3.3 Science of happiness

MODULE 3. CURRICULUM, PEDAGOGY AND ASSESSMENT

Content Areas	Sub-contents
1. School curriculum Development and Implementation	1.1 Understanding National Curriculum Framework (NCF) 1.2 National Curriculum Implementation and Local Curriculum Development 1.3 Textbook Management and Additional Learning Materials, medium of instruction and Inclusive Practices in Curriculum and Classroom 1.4 Contextual information issues and updating learning materials (Frontline approach)

	1.5 Issues on Curriculum development and implementation (injustice practice/negligence/Corruption & dilution and updating curriculum implementation)
2. Pedagogical Approaches and Inclusive Practices	2.1 Pedagogical approaches 2.2 Teacher Support and Classroom Supervision 2.3 Student wellbeing 2.4 Role of education officer in pedagogical improvement.
3. Educational assessment and evaluation	3.1 Formative and Summative Assessment in Schools, letter grading system. 3.2 Continuous Assessment Systems/Internal Assessment 3.3 Assessment Result Analysis and Learning Improvement
4. Quality Monitoring	4.1. Use of large data 4.2. Performance Audit and Evaluation Mechanisms 4.3. Implementation of National Qualification Framework (NQF)

Module 4. Administration and management

Content Areas	Sub-contents
1. Procurement Management	1.1 Public Procurement Management b. Bidding c. E-GP and contract management
2. Accounting & Reporting	2.1. Accounting Practice 2.2. Accounting system and process 2.3. Tools of accounting and management
3. Financial Control (FC) & Auditing	3.1. Financial Control 3.2. Audit systems and practice 3.3. Beruju and accountability
4. Administration and Decision making	4.1. Governance 4.2. Decision Making and tools
5. Leadership and Management	5.1. Leadership style 5.2. Leadership skills
6. Leading roles	6.1. Leading for system thinking, organization reform and digital transformation roles 6.2. Conflict management and negotiation, citizen-centric decision making roles 6.3. School safety and resilience building roles 6.4. Service delivery, ethics, integrity, value building roles and code of conduct
7. Communication and coordination	7.1. Inter-agency coordination in Education, delegation, 7.2. Communication with multiple stakeholders 7.3. Writing legal notes (tippani, jabaph, sifaris, raye)
8. Experiential learning and problem solving	8.1. Visiting education service delivery institutions

Content Areas	Sub-contents
1. Educational Research	1.1. Designated Education Research Institutions of Nepal - CERID, UGC, ... 1.2. Concept, types and purposes of research in education 1.3. Research design and ethical considerations 1.4. Research Ethics, Quality Assurance and plagiarism, conflict of interest 1.5. Identifying and framing education problems, case study, action research and implication
2. Research supervision and planning	2.1. Preparing TORs and research questions 2.2. Supervising education research or field workers 2.3. Linking research to monitoring, evaluation, and logical frameworks
3. Use of research/data in decision making	3.1 School level data analysis Dissemination and use of research data 3.2. Innovation in education practice through research (Local/province/ federal level).
4. Academic writing	4.1 Paraphrasing, citation and referencing. 4.2 Writing report addressing research question, discussion and implication of the results. 4.3 Evaluation of sample academic writing (participants' reports)