Terms of Reference (ToR) for

# Consultant – Students Digital Competencies Data Specialist for Online Assessment of Digital Competence of Primary School Students in Serbia aged 10

**as part of the 21st Century Schools programme – phase II implemented by the British Council in partnership with the Ministry of Education in Serbia**

## 1. Background

The Institute for the Evaluation of the Quality of Education (ZVKOV), through its Education Technology Centre, is implementing activities to enhance the national quality assurance system in digital education. These efforts are aligned with national education strategies aiming to build 21st-century skills among learners in the Republic of Serbia and supported by the British Council.

Since 2020/21 academic year, the subject Digital World has been introduced as a compulsory subject for lower grade primary school students. To monitor learning outcomes in this area, ZVKOV conducted two large-scale online assessments:

* Baseline Study (Autumn 2022/23): Assessed digital competences of Grade 4 students with no formal instruction in the Digital World subject.
* Main Study (Autumn 2023/24): Assessed digital competences of students who received formal instruction in Digital World from Grade 1 to Grade 4.

Both assessments used the same online tool, aligned with the national curriculum and learning outcomes for digital education.

## 2. Objective of the Assignment

The objective is to effectively assess and interpret the digital competence of 10-year-old students by employing a robust research design, comprehensive data collection methodology, and strategic data processing techniques.

## 3. Scope of Work

The consultant will be responsible for the following:

* **•** Develop a research design for a national digital competence assessment of fourth grade elementary school students, including defining the objectives, target population, sample, and instruments.
* Define the methodology for collecting qualitative data, including the development of instruments (interview guides and focus groups) and the preparation of interviewers and supervisors.
* Define strategies for processing and statistical analysis of data obtained:

- on direct testing of students' knowledge

- during interviews and focus groups.

* Process data using appropriate statistical techniques (e.g. Attitudinal Response Theory - IRT, multivariate analysis).
* Interpret the results of statistical analysis in the context of research objectives and relevant literature.
* Process qualitative data using appropriate analytical techniques (e.g. thematic content analysis).
* Interpret the results of the qualitative analysis in the context of the research objectives and relevant literature.
* Produce a detailed report on the results of the national assessment, including methodology, key findings and recommendations.

**Deliverables**

The consultant will provide the following:

* Detailed report on the results of the national assessment, including methodology, key findings and recommendations
* Results of the national assessment presented to relevant stakeholders (e.g. the Ministry of Education, educational institutions, the general public)

## 5. Timeline

The estimated duration of the consultancy is from 27 October 2025 to 31 March 2026. The consultant is expected to work up to 20 consultancy days.

## 6. Required qualifications

* Minimum of 3 years of experience in educational research, policy analysis, or data analysis, preferably within international education studies
* Proven experience in research, data analysis, and report writing, particularly in educational research or international studies.
* Proficiency in statistical software (e.g., SPSS, R, Stata) and data visualization tools (e.g., Tableau, Excel).
* Strong analytical skills and the ability to synthesize large datasets into coherent insights.
* Strong understanding of research methodologies, including both qualitative and quantitative approaches

## 7. Reporting and supervision

The consultant will provide regular reports to the designated focal point at the British Council and ZVKOV. Regular coordination meetings will be held to ensure alignment with project expectations and milestones.

**Closing Date – 21st October 2025**

**Equality, Diversity, and Inclusion (EDI) Statement**

The British Council is committed to policies and practices of equality, diversity and inclusion across everything we do. We want to address under representation and encourage applicants from under-represented groups, in particular, but not exclusively, on grounds of ethnicity and disability.

The British Council is committed to safeguarding children, young people and adults who we work with. We believe that all children and adults everywhere in the world deserve to live in safe environments and have the right to be protected from all forms of abuse, maltreatment and exploitation as set out in article 19, UNCRC (United Nations Convention on the Rights of the Child) 1989.