***Draft 1 April 2018***

**Terms for Reference for Thematic Group (TG)**

**Education Sector in East Jerusalem**

**Purpose:**

Education in East Jerusalem Thematic group (EEJTG) will be established based on the decision of the Chair of the Education Sector Working Group ( ESWG), for the purpose of enhancing policy dialogue, improving coordination and harmonization efforts between the Government of State of Palestine, Awqaf General Department, civil society, active implementation institutions, private sector (schools) and international development partners, notably, in relation to the development and implementation of the Education Sector Strategy in East Jerusalem.

EEJTG is a technical arm of the SWG to which it provides the appropriate scientific, evidence-based, professional expertise in support to strategic planning and policy making. Its membership is based on technical competence.

**Structure:**

**A Thematic Group comprises:**

* PA Co-Chair: Ministry of Education and Higher Education MoEHE
* A donor Co-Chair: Norway Representative Office- NRO
* A Technical Advisor: UNDP/PAPP
* Members: Names of institutions and representatives that provides technical advice and analyses of development assistance in the relevant TG.

**Tasks and responsibilities (proposed, however, this could vary depending on the TG):**

* Provide technical advice and recommendations for decision makers on the development within the TG thematic area in relation to the National Policy Agenda ( NPA)and Education Sector strategy ;
* Provide support in developing and formulating an appropriate action plan for implementing the Education Strategic plan within the thematic focus of the TG;
* Assess and analyze emerging issues related to “TG”; Assist MoEHE to identify areas where greater policy guidance is needed to facilitate improved program alignment and harmonization. It is expected that these areas will be identified as part of ongoing technical coordination efforts.
* Improving the quality of the strategic, implementation plans and national policies through effective engagement of TG stakeholders. Explore effective and innovative ways for supporting the development and implementation of response actions, especially, within the existing complicated geo-political settings.
* Strengthen data sharing and maximize the joint efforts for enhancing Education Sector information system for “TG”;
* Support MoEHE in monitoring and evaluating the implementation of the TG action plan.
* Strengthen collaboration and cooperation among stakeholders.

**Other specific tasks for the Chair:**

* Formally call for TG meetings, prepare the agenda and disseminate to the group members in advance;
* Provide venues for meetings;
* Distribute the minutes in time and obtain comments and finalize to be ready before the next meeting
* Invite relevant experts and officials as appropriate to participate in meetings
* Initiate and maintain coordination, communication and support for TG members.
* Follow up as appropriate on all decisions and recommendations taken by the group.
* Prepare progress reports as appropriate and submit the ESWG core group.

**Frequency of meetings:**

The Thematic Group will convene on a quarterly basis and report to the ESWG core group on a semi-annual basis.