



**OTS, AHEAD OPERATIONS
EASTERN UNIVERSITY, SRI LANKA**

EXPRESSIONS OF INTEREST

for the Consultant to *Establish the English Club*

**at the Department of Commerce, Faculty of Commerce and Management
under the
Wrold Bank funded ELTA-ELSE Department Development Project.**

The Operational Technical Secretariat (OTS) of the AHEAD Operations of the Eastern University, Sri Lanka invites eligible individual consultants to indicate their interest in providing the services. Interested consultants must provide information indicating that they are qualified to perform the services through the submission of the expressions of interest along with a sample proposed plan with not more than 500 words and the updated CV.

Proposed Tasks:

The consultant will be required to provide a detailed plan to establish the English Club and related activities for improving multi-faceted English skills of the undergraduates to strengthen business communication skills under directions of the department.

- a. Develop a plan to establish English Club by incorporating expectations of the students, staffs and activity coordinators of the Project.
- b. Develop a constitution for implementing the club activities with the participation of necessary stakeholders.
- c. Guiding the undergraduates (*club members*) to operate the club activities.
- d. Make revision, if required, on the planned activities after implementations.
- e. Report on the club activities with evidence to the department.

Expected Qualifications:

- A postgraduate degree preferably in English Language from a recognized University and three years' experience in teaching English language
- OR**
- Experience in teaching English language for 15 years in University/Universities
- AND**
- Experience in forming English Club in University environment.

Selection procedures: Consultants will be selected adopting Individual Consultant selection procedures.

Duration of the Consultancy: One Month

Remuneration: LKR 50,000 on completion of the project.

Method of Application:

Expressions of Interest along with a sample proposed plan with not more than 500 words and the updated CV must be delivered to the address below by registered post or by email to: ots@esn.ac.lk **and** head_com_fcm@esn.ac.lk **on or before 27th November 2019.**

**Director
OTS AHEAD Operations
Eastern University, Sri Lanka
12.11.2019**

Phone: 065 205 9393