

Aga Khan Foundation (AKF), Afghanistan Consultancy announcement

Position Title: Development of Student Worksheet Packet (GPE – STG)

No of Position/s: 01

Duty Station: Kabul

Announcing Date: 17/05/2026

Closing Date: 30/05/2026

Vacancy #: CS/KBL/04/26/018

The Aga Khan Foundation, Afghanistan (AKF (Afg)) is an agency of the Aga Khan Development Network (AKDN), a group of international, private, non-denominational development agencies working to improve living conditions and opportunities for people in some of the poorest parts of the developing world. The Network's organizations have individual mandates that range from the fields of health and education to architecture, rural development and promotion of private-sector enterprise and institutions that seek to empower communities and individuals, usually in disadvantaged circumstances, to improve living conditions and opportunities.

The Aga Khan Foundation (AKF) is a non-denominational international development agency established in 1967 by His Highness the Aga Khan. Its mission is to develop and promote creative solutions to problems that impede social development, primarily in Asia and East Africa. Created as a private, non-profit foundation under Swiss law, it has branches and independent affiliates in 19 countries.

AKF seeks to provide sustainable solutions to long-term problems of poverty, hunger, illiteracy, and ill health. In Afghanistan, AKF works with rural communities in mountainous, remote or resource poor areas to improve quality of life in the areas of natural resource management, market development, governance, education, and health.

1. Rationale

Afghanistan has one of the highest rates of out-of-school children in the world, with an estimated 7.8 million children out of school as of 2023i. In rural areas, the physical distance to schools remains a major barrier, as many children must walk long distances, often through unsafe or insecure areas, to reach the nearest school. The lack of proper infrastructure, absence of safe transportation and lack of standardized teaching and learning materials exacerbate these challenges.

This Terms of Reference (ToR) outlines a request for consultancy services (open to qualified consultancy firms) to design and develop student worksheet packet for Grades 4–12 aligned with the Afghanistan national curriculum textbooks. The assignment will be implemented under the Global Partnership for Education – System Transformation Grant (GPE STG) project, implemented by the Aga Khan Foundation (AKF) in partnership with Local and National NGOs (LNGOs) across eight provinces of Afghanistan.

The worksheets will serve as supplementary learning materials to strengthen teaching and learning outcomes, support teachers, and enhance student engagement in low-resource and crisis-affected contexts.

2. Background and Context

Afghanistan continues to encounter substantial challenges in ensuring equitable access to quality education. These challenges include shortages of age-appropriate learning materials, limited availability of structured teacher support tools, linguistic diversity and language-related barriers, as well as recurrent disruptions caused by conflict, instability, and emergencies. In this context, there is a critical need for well-designed, curriculum-aligned supplementary learning resources to reinforce intended learning outcomes and enhance the effectiveness of classroom instruction.

3. Assignment Objectives

The overall objective of this consultancy is to design, develop, and finalize curriculum-aligned, inclusive,

and age-appropriate student worksheet packet for Grades 4–12, based on Afghanistan national textbook packet.

The complete worksheet package shall be visually engaging and child-friendly, developed in full color, and enriched with appropriate icons, illustrations, cartoons, puzzles, educational games, and varied types of questions (e.g. multiple-choice, matching, short answers, creative and critical-thinking tasks).

The worksheet packet should promote active learning, learner engagement, creativity, problem-solving, and age-appropriate cognitive development, while remaining culturally sensitive, gender-responsive, and suitable for diverse learning needs across Afghanistan's education context.

Specific objectives include:

- Reviewing Afghanistan national curriculum textbooks for Grades 4–12 to ensure full alignment with approved learning standards and competencies.
- Developing structured, age-appropriate, and curriculum-aligned worksheet packet that reinforce key learning outcomes, foundational skills, and subject-specific competencies.
- Integrating child-friendly pedagogy, including play-based, inquiry-based, and activity-oriented learning approaches, particularly for early and primary grades.
- Ensuring all content is gender-sensitive, inclusive, and conflict-sensitive, promoting positive social values, equity, and respect for diversity.
- Designing a worksheet packet that addresses different learning levels and abilities, including remedial, on-grade, and enrichment activities where appropriate.
- Incorporating critical thinking, problem-solving, creativity, life skills, self-expression and MHPSS themes through varied question types, puzzles, games, and reflective tasks.
- Producing visually engaging, full-color worksheet packet using child-friendly icons, illustrations, cartoons, and culturally appropriate graphics.
- Ensuring content is accessible and suitable for children with diverse learning needs, including simple adaptations for learners with disabilities.
- Developing worksheet packets in clear, correct, and age-appropriate Dari and Pashto, ensuring linguistic accuracy and cultural relevance.
- Piloting or internally validating selected worksheet packet (where feasible) to ensure clarity, usability, and educational effectiveness.
- Delivering high-quality, print-ready and fully editable worksheet package (including source files) for AKF's adaptation, reproduction, and scale-up.
- Ensuring all materials comply with AKF branding, quality standards, and safeguarding principles.
- To develop and standardize comprehensive student assessment tools, including mid-term and annual (terminal) examinations, as well as pre- and post-tests for all subjects in order to effectively measure and monitor students' learning progress and academic performance.
- Ensuring each chapter in the learning packet will include 6 mini quiz questions, with an answer key provided at the end of the packet, to enable students to regularly assess their understanding and monitor their learning progress after completing each section.

4. Scope of Work and Main Responsibilities

The consultancy will be responsible for the following:

➤ **Design and Planning**

- Conduct a desk review of Afghanistan national textbooks (Grades 4–12).
- Develop a worksheet framework and standardized templates.
- Prepare a detailed work plan and methodology.

➤ **Worksheet Packet Development**

- Develop grade-wise and subject-wise worksheets aligned with curriculum learning objectives.
- Include exercises that promote literacy, numeracy, problem-solving, and critical thinking.
- Ensure clear instructions and age-appropriate language.

- **Language and Inclusion**
 - Develop worksheet packet in Dari and Pashto languages.
 - Ensure cultural relevance and linguistic accuracy.
 - Integrate gender, disability, and psychosocial inclusion principles.
- **Quality Assurance and Revision**
 - Conduct internal quality reviews.
 - Revise materials based on AKF feedback.
 - Finalize all content with AKF standards.

5. Duration and Timeline of the Consultancy

- The consultancy duration shall be eight (8) months.
- The assignment will be implemented in a phased and prioritized manner, with grade levels sequenced based on educational need, complexity, and delivery timelines. Priority will be given to the development of worksheets for grades 4-9, followed by high school grades, ensuring timely review, feedback incorporation, and quality assurance at each stage.
- A detailed work plan and timeline, including milestones, deliverables, and grade-wise prioritization, shall be submitted by the consultant and approved by AKF at the inception of the assignment.

6. Deliverables

The consultancy duration is eight (8) months, with prioritization of grades as follows:

Priority Order:

- Grades 4–9 (Highest Priority)
- Grades 10–12 (Second Priority)

Priority will be given to the development of reading and mathematics worksheets for Grades 4–9 during the initial phase of the assignment. These materials will be piloted and assessed to evaluate their relevance, usability, and effectiveness in supporting student learning. Based on the results of this pilot phase and feedback from teachers and implementing partners, the consultant will refine the materials as necessary and subsequently proceed with the development of worksheets for additional subjects and grade level.

List of Afghanistan School Textbooks by Grade:

#	Textbooks	Grade
1	Language Dari, Pashto, English, Math and Science	4
2	Language Dari, Pashto, English, Math and Science	5
3	Language Dari, Pashto, English, Math and Science	6
4	Language Dari, Pashto, English, Physics, Chemistry, Biology and Math	7
5	Language Dari, Pashto, English, Physics, Chemistry, Biology and Math	8
6	Language Dari, Pashto, English, Physics, Chemistry, Biology and Math	9
7	Language Dari, Pashto and English, Math, Physics, Chemistry, Biology	10
8	Language Dari, Pashto and English, Math, Physics, Chemistry, Biology	11
9	Language Dari, Pashto and English, Math, Physics, Chemistry, Biology	12

The worksheet packet should cover both Dari and Pashto language textbooks, in line with the currently approved textbooks of the Ministry of Education (MoE).

Month 1

- Inception report (methodology, work plan, worksheet framework).
- Curriculum mapping matrix (Grades 4–12).

Month 2

- Draft worksheets for all targeted grades and subjects in Dari and Pashto.
- Submission of sample worksheets for review.

Month 3

- Revised and finalized worksheets incorporating feedback.
- Complete worksheet package (print-ready and editable formats).
- Final consultancy report.
- By the end of the assignment, a one-day Training of Trainers (ToT) or orientation session will be conducted for AKF and LNGO partners, accompanied by presentation materials and practical guidelines on the workbook objectives, mentoring remedial class volunteer teachers on their effective use, monitoring their implementation, and utilizing the tools developed to track student learning progress.

All deliverables shall be submitted in electronic format.

7. Reporting Line

The Consultant will report directly to the GPE STG Project Manager, AKF Afghanistan and work closely with AKF technical Advisor on technical quality assurance. Bi-weekly progress updates will be submitted to AKF.

8. Work Location

The assignment is primarily desk-based. Coordination may involve engagement with AKF and LNGO partners operating in eight provinces of Afghanistan.

9. Required Qualifications and Experience

The consultancy firm should demonstrate:

- Proven experience in educational content development (Grades 4–12).
- Strong knowledge of Afghanistan national curriculum.
- Experience working in fragile and low-resource contexts.
- Capacity to develop materials in Dari and Pashto.
- Expertise in inclusive and learner-centered education.

10. Schedule

A detailed implementation schedule shall be proposed by the consultancy within the eight-month timeframe.

11. Application and Evaluation Criteria

Interested consultancy firms shall submit:

- Technical proposal.
- Financial proposal.
- Company profile with relevant experience and the resumes of the team members.
- Proposals will be evaluated based on technical quality, relevant experience, and cost-effectiveness.

Application

Interested applicants should submit their Proposal to Jobs.afghanistan@akdn.org no later than 30th May 2026. Please contact Mr. Jaihoon Amoo Jaihoon.Amoo@akdn.org if you need further clarifications or any query on or before the deadline.

Important Notes:

- Please quote the Vacancy Number as the Subject of the e-mail when applying.
- Please submit a copy of the valid business license along with the proposal.
- Only short-listed Firms will be contacted for further assessment.

The Aga Khan Foundation Afghanistan (AKF- Afg) promotes a transparent and equitable recruitment process. We reiterate that all services related to job applications, including

processing, seminars, and training programs, are provided free of charge.

Our official job announcements are posted on the ACBAR website (acbar.org/jobs). Interested candidates are encouraged to submit their applications through our designated email address: jobs.afghanistan@akdn.org. Each job vacancy is assigned a unique identification number for your reference and upon submitting your application, you will receive an automatic confirmation acknowledging its receipt, immediately.

AKF- Afg recruitment and selection process reflect our commitment to equal opportunity and protecting children and at-risk adults, beneficiaries, partners, community members and employees from safeguarding violations. AKF (Afg) participates in the Scheme for the disclosure of safeguarding-related misconduct within the humanitarian and development sector (Misconduct Disclosure Scheme). In line with this Scheme, AKF (Afg) will contact previous employers of job applicants to request information about any investigations or findings of misconduct concerning allegations of sexual exploitation, sexual abuse and/or sexual harassment (sexual misconduct) against the applicant, during or after their employment. AKF (Afg) further implements a range of procedures and vetting checks including criminal records disclosures to ensure everyone associated with AKF (Afg) is kept free from harm and abuse is prevented.

Protection from Sexual Exploitation Abuse and Harassment (PSEAH) is the responsibility of everyone, and all selected individuals will be required to always comply with AKF (Afg)s Safeguarding Policy.

By submitting the job application, the applicant confirms to have understood and consented to AKF (Afg) contacting the applicant's prior employers, during AKF (Afg)'s recruitment process, to request any such information and maintain this information on file for Recruitment and Human Resources Management purposes.

We request all job seekers to be attentive and report any instances of individuals or entities claiming to charge fees on behalf of AKF Afghanistan to AKFA.HR@akdn.org. Our commitment to ethical practices ensures that your career aspirations are supported without any financial burden during recruitment.
