

**ZIMBABWE NATIONAL STATISTICS AGENCY
(ZIMSTAT)**



TERMS OF REFERENCE:

**CONSULTANCY FOR REVISION OF THE ZIMBABWE NATIONAL
STATISTICS AGENCY (ZIMSTAT) IN-SERVICE STATISTICAL TRAINING
PROGRAMME SYLLABI AND PREPARATION OF COURSE MATERIAL
FOR THE NEW SYLLABI**

1. Background

The Zimbabwe National Statistics Agency (ZIMSTAT) has an In- Service Statistical Training Programme (ISTP) that has been operational since 1982. The main objective of the programme is to impart basic statistical skills among statistical clerks with the aim of improving the quality of statistics produced. Candidates for this course are drawn from ZIMSTAT staff and others from the National Statistical System including line ministries, Reserve Bank of Zimbabwe (RBZ), Zimbabwe Republic Police (ZRP), Zimbabwe Prison Service (ZPS), City Health Department, and National Social Security Authority (NSSA) to mention a few.

The ISTP is/was accredited to the Royal Statistical Society (RSS) of the United Kingdom. The course is divided into two parts, Part A and Part B. Each Part is completed in one year. Part A of the course is equivalent to an Ordinary Certificate of the RSS while Part B was previously accredited as equivalent to the Higher Certificate level of the Society's professional examinations. Listed below are the courses currently offered at Parts A and B.

Part A

Mathematics 1
Economics 1
Practical Statistics 1
Theoretical Statistics 1

Part B

Mathematics 2
Economics 2
Computing
Practical Statistics 2
Statistical Project

Theoretical Statistics 2

Examinations for the course are set and marked by the ZIMSTAT Officers responsible for training and sent to the RSS external examiner for moderation. Graduates of the course can proceed to undertake a Diploma in Statistics at the University of Zimbabwe or the Eastern Africa Statistical Training Centre (EASTC) in Tanzania.

In 2005, the Office decentralized the Training Programme by launching a Distance Statistical Training Programme (DSTP) to cater for its field staff based in provinces. Courses offered in the programme are the same as those of the Department's fulltime In-Service Training Programme. The only difference is that these courses are done through correspondence rather than formal teaching.

To be eligible for the programme, one should meet the following selection criterion:

- Be in possession of 5 -OØ Level subjects (Mathematics and English Language included);
- The candidate should have served the Department, continuously, for at least two years.

2. Issues

The RSS has recommended that both Part A and Part B Syllabi be revised to match the RSS standards.

3. Specific tasks

1. Consult members of the National Statistical System (NSS) about the relevance of the programme in their organizations,
2. To produce syllabi that are broadly comparable to the current RSS Ordinary and Higher Certificates for Parts A and B respectively. The syllabi have to be adapted to local conditions,
3. Prepare compulsory modules 1 to 4 for Part A and show comparability with the RSS ordinary certificate modules.
4. Prepare Part B modules 1 to 6 and include the other new modules 7 and 8 comparable with the RSS Higher certificate.
5. In addition to preparation of modules, the consultant is required to provide exercises and their solutions.

4. Inputs

The consultant should have five years experience in lecturing Mathematics and/or Statistics at Degree level. He/she should also have knowledge on official statistics.

5. Outputs

1. A short report on the relevance of the course to members of the NSS
2. Comprehensive Part A and B syllabi comparable to RSS
3. Four Part A modules comparable to RSS
4. Eight Part B modules comparable to RSS
5. Exercises and their solutions in each module

6. Reporting

The consultant shall report to the ZIMSTAT Acting Deputy Director in charge of Training. He/she will be expected to work closely with the Training Officers in ZIMSTAT.

7. Timing

The consultant is expected to complete the work in three months starting from January 2011.

More information can be down loaded on the RSS syllabus document which is available on the following website:

WEB LINKS

General information about RSS examinations (with links to all pages mentioned below):

<http://www.rss.org.uk/exams>

RSS examination syllabus:

<http://www.rss.org.uk/pdf/Examinations - syllabus for 2010.pdf>

Past examination papers and solutions:

<http://www.rss.org.uk/main.asp?page=1834>

Specimen paper and solutions for Higher Certificate modules
(These are in addition to the past papers in the previous link):

<http://www.rss.org.uk/main.asp?page=2735>