

TERMS OF REFERENCE

Business Design Consultant - AAC Tools (REQ#562055)

Office of Innovation

Duration: 5 month – Part Time [up to 3.5 days per week, 4 weeks per month]

Duty Station: Remote

Level: Individual consultancy contract

Advertising summary

UNICEF's Learning Innovation Hub is looking for an experienced consultant to provide product and project management to support globally the scaling up of assistive and augmentative technology solutions for children with disability.

UNICEF works in some of the world's toughest places, to reach the world's most disadvantaged children. To save their lives. To defend their rights. To help them fulfill their potential. Across 190 countries and territories, we work for every child, everywhere, every day, to build a better world for everyone. And we never give up.

For every child, innovate...

UNICEF has a 70-year history of innovating for children. We believe that new approaches, partnerships and technologies that support realizing children's rights are critical to improving their lives.

The **Office of Innovation** is a creative, interactive, and agile team in UNICEF. We sit at a unique intersection, where an organization that works on huge global issues meets the startup thinking, the technology, and the partners that turn this energy into scalable solutions.

UNICEF's Office of Innovation creates opportunities for the world's children by focusing on where new markets can meet their vital needs. We do this by:

- Connecting youth communities (or more broadly -- anyone disconnected or under-served) to decision-makers, and to each other, to deliver informed, relevant and sustained programmes that build better, stronger futures for children.
- Provoking change for children through an entrepreneurial approach -- in a traditionally risk-averse field -- to harness rapidly moving innovations and apply them to serve the needs of all children.
- Creating new models of partnership that leverage core business values across the public, private and academic sectors in order to deliver fast, and lasting results for children.

Within the Office of Innovation, the recently established UNICEF Learning Innovation Hub based in Helsinki will become a global home for the architects of the future of learning. It will support the Reimagine Education initiative by accelerating and scaling game-changing digital learning solutions that can help solve the learning crisis and provide access to quality education to all children.

How can you make a difference?

UNICEF's Learning Innovation Hub is looking for an experienced business design consultant to develop a business case that identifies the best strategies to support the scaling up of assistive and augmentative technology solutions for children with disability.

Your main responsibilities will be:

- Conduct a landscape review into the field of existing AAC technology
- Conduct UNICEF needs assessment and best practices analysis
- Conduct Competitive Analysis between top solution(s) that better match UNICEF needs for AAC tools that can reach the most marginalized children in different contexts.
- Business Case Design for AAC Tools Scale Up

Schedule of deliverables

	Month				
	1	2	3	4	5
Objective/Deliverable					
1. Conduct a landscape review into the field of existing AAC technology					
Activity: Desk and interview-based review covering: Competitive Landscape: who are the key players in the market? How do they compare in terms of product features, efficacy [piads], market share, cost-benefit, open-source vs proprietary etc. Deliverable: Landscape Review Report, with key summary of key trends, top solutions, best practices and key barriers for scale up and market gaps.					
2. Conduct UNICEF Needs Assessment & Best Practices Analysis					
Activity: Desk review of key UNICEF documents in relation to AAC tools best practices, case studies, etc. Interviews with different UNICEF experts including Programme units [including ECD and					

<p>Disabilities teams] as well as Country Office teams that have deployed AAC tools programmes.</p> <p>Deliverable: Needs Assessment & Best Practices report covering UNICEF work in AAC Tools</p>					
<p>3. Conduct Competitive Analysis between top solution(s) that better match UNICEF needs for AAC tools that can reach the most marginalized children in different contexts.</p>					
<p>Activity: Based on the landscape review, need assessment and best practices develop a competitive analysis between 4-6 top tools that better match UNICEF needs and serve to identify the top tools to work on final business design case. The analysis should cover product features, cost, efficacy/ research, affordability, procurement/business model, infrastructure needs, technology analysis, capacity building needs, governance, risk, scalability, sustainability, etc.</p> <p>Deliverable: Competitive analysis report and presentation to UNICEF for AAC tools team for feedback and input that would help identify key tools to develop business case.</p>					
<p>4. Business Case Design for AAC Tools Scale Up</p>					
<p>Activity: Based on the research and feedback from competitive analysis, design a solid business case and strategy for UNICEF to invest in scaling AAC Tools in sustainable way. This process would imply and iterative approach with at least 2 rounds of feedback with relevant UNICEF team members.</p> <p>Deliverable: Final deck on the Business Case For AAC Tools Scale Up that would serve as basis to advance on implementation and resource mobilization. The deck should include:</p> <ul style="list-style-type: none"> • Brief summary of landscape review and key trends • Opportunity for impact based on needs assessments and insights • Business Case: identification of 2-3 strategies for scale up detailing: <ul style="list-style-type: none"> ○ Business model ○ Funding and Financial Model ○ Technology scale up analysis ○ Governance: what should be UNICEF role? ○ Potential Partnerships 					

<ul style="list-style-type: none"> ○ Roadmap ○ Key Metrics: what would success mean? how are we going to measure scale? How are we going to measure impact? 					
Payment schedule (percentage of total fee)	20 %	20 %	20 %	20 %	20 %

To qualify as an advocate for every child you will have...

- An advanced university degree in one of the following fields: business, business administration, engineering or other relevant field.
- A first University Degree in a relevant field combined with 10 years of professional experience may be used in lieu of an Advanced Degree.
- A minimum of 8 years of relevant professional experience in management consulting, business strategy, business design, business development or entrepreneurship
- Proven experience of developing and scaling EdTech solutions, including technology, business and governance models, ideally within lower resource contexts and ideally with an understanding of open-source licensing is required
- Demonstrable understanding (and ideally experience) of developing and scaling accessible tools for people with disabilities is desired
- Experience of working (and ideally innovating) with and for children in resource poor environments
- Excellent written and oral communication skills in English required. Knowledge of another official UN language (Arabic, Chinese, French, Russian or Spanish) or a local language is an asset.

For every Child, you demonstrate...

UNICEF's values of Care, Respect, Integrity, Trust, Accountability, and Sustainability ([CRITAS](#)).

To view our competency framework, please visit [here](#).

UNICEF is here to serve the world's most disadvantaged children and our global workforce must reflect the diversity of those children. The UNICEF family is committed to include everyone, irrespective of their race/ethnicity, age, disability, gender identity, sexual orientation, religion, nationality, socio-economic background, or any other personal characteristic.

UNICEF offers reasonable accommodation for consultants/individual contractors with disabilities. This may include, for example, accessible software, travel assistance for missions or personal attendants. We encourage you to disclose your disability during your application in case you need reasonable accommodation during the selection process and afterwards in your assignment.

UNICEF has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations and UNICEF, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination. UNICEF also adheres to strict child safeguarding principles. All selected candidates will be expected to adhere to these standards and principles and will therefore undergo rigorous reference and background checks. Background checks will include the verification of academic credential(s) and employment history. Selected candidates may be required to provide additional information to conduct a background check.

Payment details and further considerations

- Payment of professional fees will be based on the submission of agreed deliverables, based on schedule of delivery and progress reports, approved upon monthly review with supervisor.
- Consultant is responsible for his/her own health and travel insurance

How to apply

- Interest applicant is required to submit a financial proposal with all-inclusive fee.
- Applications without a financial proposal will not be considered

Remarks:

Only shortlisted candidates will be contacted and advance to the next stage of the selection process.

Individuals engaged under a consultancy or individual contract will not be considered “staff members” under the Staff Regulations and Rules of the United Nations and UNICEF’s policies and procedures, and will not be entitled to benefits provided therein (such as leave entitlements and medical insurance coverage). Their conditions of service will be governed by their contract and the General Conditions of Contracts for the Services of Consultants and Individual Contractors. Consultants and individual contractors are responsible for determining their tax liabilities and for the payment of any taxes and/or duties, in accordance with local or other applicable laws.

The selected candidate is solely responsible to ensure that the visa (applicable) and health insurance required to perform the duties of the contract are valid for the entire period of the contract. Selected candidates are subject to confirmation of fully-vaccinated status against SARS-CoV-2 (Covid-19) with a World Health Organization (WHO)-endorsed vaccine, which must be met prior to taking up the assignment. It does not apply to consultants who will work remotely and are not expected to work on or visit UNICEF premises, programme delivery locations or directly interact with communities UNICEF works with, nor to travel to perform functions for UNICEF for the duration of their consultancy contracts.