

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

Title: GPE Partnership Compact Consultant (National)		Type of engagement <input type="checkbox"/> Consultant (ZCON) <input checked="" type="checkbox"/> Individual Contractor Part-Time <input type="checkbox"/> Individual Contractor Full-Time	Duty Station: Jakarta (Home- based)
--	--	---	---

Purpose of Activity/Assignment:

Indonesia's has recently become eligible for Global Partnership for Education (GPE) financing, including for GPE's System Capacity Grant for Education Sector Transformation and the Multiplier Grant. To adequately plan for the implementation of these grants, the Ministry of Education, Culture, Research and Technology (MoECRT) and the Ministry of Religious Affairs (MoRA), with support from UNICEF Indonesia as Grant Agent and Pusat Studi Pendidikan dan Kebijakan (PSPK) as Co-coordinating Agency, are planning to prepare key strategic planning and programme preparation documents, in accordance with GPE requirements.

This documentation will be prepared under the auspices of Indonesia's recently constituted Local Education Group (LEG)/ Mitra Pendidikan Indonesia (MPI), a forum that lays the foundation for robust sector dialogue, coordination and collaborative effort between government and non-government sector partners.

An initial funds release under the GPE System Capacity Grant will be partly utilised to prepare a partnership compact. The partnership compact will inform the development and design of education transformation investments carried out with GPE financing, and is intended to build on existing policy frameworks and sector plans – such as the National Medium Term Development Plan (RPJMN), MoECRT and MoRA Education Strategic Plans (Renstra Pendidikan), as well as evidence and dialogue mechanisms, describing how partners will work together to accompany a system-wide reform process, from policy intent to delivery.¹

The partnership compact should identify how different stakeholders align interests, resources and capabilities behind a priority reform with potential for system transformation, including addressing specific bottlenecks and learning loss and recovery needed due to COVID19. The LEG/MPI group has agreed efforts should be focused on improving the priority reform of education quality improvement, underpinned by principles of quality and equity. This focus is consistent with Government of Indonesia's 'Freedom to Learn' (Merdeka Belajar) initiative.

The purpose of this national consultancy is to support the development of the partnership compact in accordance with the agreed consultation plan of the Mitra Pendidikan Indonesia (MPI)/Local Education Group (LEG). The consultation process of compact development and the partnership compact document itself will be in accordance with the GPE guidelines.

DESCRIPTION OF THE ASSIGNMENT:

The objective of this national consultancy is to support MoECRT and MoRA, as co-chairs of the MPI/LEG, and the MPI/LEG as a whole, to develop a partnership compact for Indonesia, using the guidance issued by the GPE and the approved application for the GPE systems capacity grant.

¹ Source: https://assets.globalpartnership.org/s3fs-public/document/file/2022-02-gpe-partnership-compact-development-guidelines.pdf?VersionId=QWtXsVyBvlyJ17_52O_1.rQY4pXoQw3o

The specific objective of the national consultant is to work in collaboration with an international consultant to assist the LEG/MPI to produce, in a participatory and consultative manner, a partnership compact that meets the needs of education sector partners and the quality standards of GPE.

Scope of Work:

The national consultant will work with an international consultant, in liaison with a Core Task Team, to prepare key partnership compact documentation. The Core Task Team, comprising representatives from MoECRT, MoRA, PSPK and UNICEF, as Grant Agent, as well as other MPI/LEG members² will provide technical advice and guidance at key junctures of the partnership compact drafting processes.

The main task of the national consultant will be to assist with preparing for the compact development consultation process with key education partners. Key tasks will include assisting with: (i) preparing key documentation for the consultation sessions; (ii) facilitating consultations, and the collection and reporting of key outcomes for each consultation to ensure these outcomes inform the compact drafting process; (iii) assistance with drafting parts of key documentation (mainly the Enabling Factors Analysis and the Partnership Compact). Both the national and international consultants will be directly contracted and supervised by UNICEF. UNICEF will lead the engagement of stakeholders to support the compact development process, in accordance with work plan timings.

As part of this work, the national consultant is expected to closely coordinate and work with UNICEF's GPE Coordinator who provides general coordination support to the MPI/LEG; to provide logistical and technical support in submitting the Partnership Compact to the GPE Secretariat for review; and to respond to GPE comments. The national consultant will also prepare, as needed, other briefings, documents and reports associated with the GPE system capacity grant partnership compact development process, and provide technical support for other coordination activities, as necessary.

The assignment consists of two interconnected parts:

PART 1: Development of an Enabling Factors Analysis

1. Assist with the preparation of a desk review of key national education strategic documents, drawing on the information resource mapping already conducted amongst MPI/LEG members, the most-updated GPE guidelines and instructions concerning partnership compact preparation and examples of other countries' partnership compacts.
2. Facilitate and provide documentation of six (6) consultations with key education stakeholders (government, non-government and private-sector counterparts) at the national level and five (5) consultations with provincial and local governments as well as teachers and NGOs at the sub-national level, to inform the preparation of the Enabling Factors Analysis. In preparation for these consultations, develop an understanding of different profiles of local and international MPI/LEG members.
3. Assist in the preparation of the Enabling Factors Analysis in accordance with GPE guidance, using the prescribed GPE template, cover four (4) factors including: (i) domestic financing; (ii) gender responsive planning and monitoring; (iii) sector coordination (part a) inclusive sector dialogue and coordinated action; and (part b) coordinated financing and funding; and (v) data and evidence.
4. Assist in the preparation of two drafts of the Enabling Factor Analysis for the review of MPI/LEG, and document and incorporate feedback received, before submission to GPE's Independent Technical Advisory Panel (ITAP). Assist in revising the Enabling Factors Analysis to incorporate feedback from ITAP, as appropriate.

PART 2: Develop the draft partnership compact

² MPI/LEG members will be invited to self-nominate to join the Core Task Team.

1. Prepare for, facilitate, and provide documentation for a series of at least three (3) consultations with key sector partners – both MPI/LEG members and private sector entities, including presentations to clearly communicate the objectives and expected results of these consultations, key questions to guide consultations; a method to capture and confirm partner ideas and financing commitments; and to ensure key issues raised in these consultations inform the preparation of the partnership compact.
2. Assist in the preparation of two (2) drafts of the partnership compact for the review of the MPI/LEG, and document and incorporate feedback received. Support the international consultant in ensuring these drafts meet GPE quality requirements in terms of structure and content.
3. Assist in the preparation of a final compact document for the endorsement of the MPI/LEG.

Supervisor: Education Specialist	Start Date: March 2023	End Date: October 2023	Number of Days (working): 84 days
<p>³ Work Assignment Overview (SMART)</p> <p>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.</p> <p>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.</p> <p>UNICEF offers reasonable accommodation for consultants 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.</p> <p>Payment of professional fees will be based on submission of agreed deliverables. UNICEF reserves the right to withhold payment in case the deliverables submitted are not up to the required standard or in case of delays in submitting the deliverables on the part of the consultant.</p>			
Deliverables/Outputs (incl. Tasks/Milestone):	Timeline	Deadline⁴	Estimate Budget (in %)

³ Ref CF.AI.2013-001 Amend 2, work assignment should be: specific, measurable, attainable, results-based and time-bound (“SMART”) and include:

- a) Tangible and measurable outputs, objectives and targets of the work assignment, as well as specific activities to achieve these.
- b) Specific delivery dates and details as to how the work must be delivered (e.g., electronic submission, hard copy), subdivided into “milestones” where appropriate.
- c) Indicators for evaluation of outputs (including timeliness, achievement of goals, and quality of work).

⁴ Deadlines to be revised prior to entering into contract.

<p>Deliverable #1: A concise Inception Report of approximately 10 pages, excluding annexes.⁵</p> <ul style="list-style-type: none"> • The inception report must contain a suggested methodology and approach for undertaking the assignment, a preliminary desk review of resource materials, including key GPE reference materials on partnership compact development, and a draft work plan. • Support in the preparation of draft key questions, data collection tools and PowerPoint presentations as needed for the various planned partner consultations linked to the preparation of the Enabling Factors Analysis. • Identifying key counterparts to liaise with in the compact consultation process. 	10 days	March 2023	10 per cent
<p>Deliverable #2: Consultation report outlining initial findings from the Enabling Factor Analysis consultations of approximately 10 pages, excluding annexes.</p> <ul style="list-style-type: none"> • A summary of the series of consultations that were organized, including highlighting key points of relevance for the Enabling Factors Analysis. • Compile and summarise specific and contextual obstacles that impede achievement of the selected policy outcomes (key bottlenecks), focusing on why the impediment exists, coming from the Enabling Factors Analysis consultations. • These findings should inform the PowerPoint presentation providing an overview of the draft Enabling Factors Analysis, that will be presented to MPI/LEG members. 	38 days	May 2023	35 per cent
<p>Deliverable #3: A report compiling feedback received from MPI/LEG members on the first draft of the document into the second draft of the Enabling Factors Analysis.</p> <ul style="list-style-type: none"> • This compiled feedback will be used to inform the preparation of the second draft of the Enabling Factors Analysis. 	3 days	May 2023	5 per cent
<p>Deliverable #4: A final draft of the Enabling Factor Analysis of to be submitted GPE's Independent Technical Advisory Panel (ITAP).</p> <ul style="list-style-type: none"> • Assisting to incorporating feedback from MPI/LEG members on the second draft of the Enabling Factors Analysis as part of preparing the final draft of the analysis. • Support in preparing key questions, data collection tools and PowerPoint presentations as needed for the various planned partner consultations linked to the preparation of the Partnership Compact. 	4 days	May 2023	5 per cent
<p>Deliverable #5: A final Enabling Factor Analysis of incorporating feedback from the GPE's ITAP.</p> <ul style="list-style-type: none"> • Assisting to incorporate feedback to GPE's ITAP to prepare the final Enabling Factors Analysis. 	2 days	July 2023	5 per cent

⁵ https://assets.globalpartnership.org/s3fs-public/document/le/2022-02-gpe-partnership-compact-development-guidelines.pdf?VersionId=QWtXsVvBvlyJ17_52O_1.rQY4pXoQw3o

United Nations Children's Fund

<p>Deliverable #6: A consultation report outlining initial findings from the Partnership Compact consultations of approximately 10 pages, excluding annexes.</p> <ul style="list-style-type: none"> • A summary of the series of consultations that were organized, including highlighting key points of relevance for the Partnership Compact. • Support in preparing a PowerPoint presentation, of approximately 10 slides, to provide an overview of the first draft partnership compact, for presentation to MPI/LEG members. 	20 days	July 2023	20 per cent
<p>Deliverable #7: A report compiling feedback received from the first draft of the partnership compact into the second draft partnership compact.</p> <ul style="list-style-type: none"> • This compiled feedback will be used to inform the preparation of the second draft of the Partnership Compact. 	3 days	July 2023	5 per cent
<p>Deliverable #8: A report compiling feedback received from MPI/LEG members on the second draft of the document into the final draft of the partnership compact</p> <ul style="list-style-type: none"> • Support in incorporating feedback from MPI/LEG members on second draft of the Partnership Compact to prepare for the final draft partnership compact. 	2 days	August 2023	5 per cent
<p>Deliverable #9: Final partnership compact document of approximately 25 pages, excluding annexes.</p> <ul style="list-style-type: none"> • Support in incorporating GPE feedback on the final draft of the partnership compact. 	2 days	August 2023	10 per cent
Total	84 days		

Deliverable	Payment schedule
Deliverable #1: Inception report	10 per cent
Deliverable #2: Consultation report outlining initial findings from the Enabling Factor Analysis consultations	35 per cent
Deliverables #3, 4, 5: A report compiling feedback received from MPI/LEG members on the first, second and final drafts of the Enabling Factors Analysis	15 per cent
Deliverable #6: A consultation report outlining initial findings from the Partnership Compact consultations	20 per cent
Deliverables #7, 8, 9: A report compiling feedback received from the first, second, and final drafts of the partnership compact	20 per cent

Minimum Qualifications required: <input type="checkbox"/> Bachelors <input checked="" type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Other	Knowledge/Expertise/Skills required: - At least 8 years of relevant experience in education sector planning and policy formulation
---	--

<p>Enter Disciplines</p> <p>Advanced university degree in the fields of education, economy and finance and any related fields.</p>	<ul style="list-style-type: none"> - Experience in undertaking education sector related research in Indonesia, including comprehensive data collection and analysis - Experience in facilitating consultation of key education stakeholders at both national and subnational levels with proficient use of both Bahasa Indonesia and English. - Familiarity of GPE programmes is an advantage <p>Technical Knowledge:</p> <ul style="list-style-type: none"> - Strong knowledge of education, with specific focus on education programming, policy development and financial analysis. <p>Competencies:</p> <ul style="list-style-type: none"> - Strong analytical and conceptual thinking. - Excellent writing, communication and presentation skills with stakeholders. - Good analytic and report writing skills. - Good reputation in capacity development of government counterparts, including facilitation of structured group work and activities. - Ability to work under pressure and commitment to work to tight timeframe. <p>Language:</p> <ul style="list-style-type: none"> - Fluency in both written and spoken Bahasa Indonesia and English
--	---