**TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS**

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| **Title**Education consultant: Skills development, alternative learning and systems strengthening | **Funding Code**ECW / RR | **Type of engagement**Deliverable-based consultancy | **Duty Station:**Abuja, Nigeria(Home based) |
| **Purpose of Activity/Assignment:**  BackgroundWith a population of 206 million, 43% of whom are below 14 years of age,[[1]](#footnote-2) Nigeria is considered young. At the current population growth rate of 2.5,[[2]](#footnote-3) Nigeria has the potential to reap a demographic dividend if young people are healthy, educated, connected to communities, and have opportunities for decent work and livelihoods. Over the last two decades, Nigeria has made great strides in improving access to education which has increased junior secondary school enrolment and closed gender gaps, namely in primary school. However, progress in enrolment is threatened by high out-of-school rates, dropout and persistent inequality as more than 10 million children remain out-of-school at the primary level and another 8 million at the junior secondary level[[3]](#footnote-4), making Nigeria the country with the largest number of out-of-school children worldwide. Only 38 per cent of children ages 3-5 attend early childhood education programmes, and just 68 per cent of primary school-aged children regularly attend school[[4]](#footnote-5). It is thus unsurprising that the transition rate from primary to junior secondary school remains low at 84 per cent, while the percentage of children age 7 to 14 demonstrating foundational literacy and numeracy remains low at just 27 and 25 per cent, respectively[[5]](#footnote-6). Moreover, both participation and learning outcomes are lower for marginalized populations. For example, out-of-school rates are as high as 50 per cent in the North-east, and only 17 per cent of children with functional difficulties demonstrate foundational literacy skills[[6]](#footnote-7).Key supply side barriers contributing to these challenges include insufficient capacity for evidence-based policy and planning, the failure to fully operationalize policy commitments such as on safe schools, low budget allocation and inefficient release of capital funds, inadequate and unsafe infrastructure, a lack of materials and poor teaching quality. On the demand side, barriers include sociocultural beliefs and practices, safety and health concerns, reliance on children for income generating activities and household chores, and especially poverty all contribute to families’ reluctance or inability to send their children to school. These barriers are exacerbated by Nigeria’s compounded, multidimensional crises rooted in the failure of development, historical tensions, climate change, unemployment, staggering poverty, and weak governance. Urgent efforts are therefore needed to strengthen the resilience of the education system to ensure that all children—especially the most marginalized—can go to school and that when they cannot, whether due to climate-related risks, insecurity or other school disruptions, they can nonetheless continue learning.PurposeThe main objective of this consultancy is to support the UNICEF Nigeria Country Office to accelerate and scale-up its support to the Federal Ministry of Education (FME) and State Ministries of Education on strengthening skills development, alternative learning systems, including via the Nigeria Learning Passport, and systems strengthening. |
| **Scope of Work:****1. Support the finalization of the National Policy on Skills Development and National Skills Development Framework*** Provide technical input to the National Policy on Skills Development
* Support the validation and technical review of the National Policy on Skills Development
* Review final graphic design of the National Skills Development Framework

**2. Support implementation of skills development programmes (FLN, digital, transferable, employability skills)*** Produce a lessons learned document on evidence from the field as skills development programs are implemented in 2023-24
* Provide technical support to the desk review of the employability skills for senior secondary schools
* Provide technical support in developing and testing of the model on employability skills for senior secondary

**3. Coordinate support for alternative learning pathways and the development of the National Framework and Accreditation Standards on Alternative and Distance Learning*** Provide technical support to incorporate findings from the Alternative Learning Lessons Learned document into the Alternative Learning Situation Analysis
* Support development of National Framework and Accreditation Standards on Alternative and Distance Learning

**4. Support organization of the Alternative Learning conference** * Develop presentations, briefing notes, speaking notes for the conference as well as packages for presenters and participants at the conference
* Develop knowledge products for the conference and launch
* Document outcomes of the conference

**5. Develop systems strengthening knowledge products*** Support development of knowledge products for the education public financing analysis
* Support development of advocacy materials on the National Assessment on Learning Achievement in Basic Education (NALABE)

**6. Support scale up of the Nigeria Learning Passport (NLP)*** Develop a lessons learned document on NLP advocacy and comms activities to assess what worked on scaling up the NLP, raising usership numbers, and increasing course completion
* Collect NLP user feedback through development and launch of at least 3 NLP user surveys and sharing of results
* Manage development of knowledge products and advocacy/communications materials for the scale-up of the NLP
* Maintain and update advocacy toolkit for UNICEF Field Offices for NLP scale-up, and update monthly advocacy and communications tracker

**7. Support proposal and strategy development*** Develop or update 3 investment cases
* Support development of 3 proposals and strategies
* Review and provide inputs on 4 Education team proposals

**8. Develop knowledge management products*** Create, review and finalize 6 briefing notes for events/meetings
* Create, review and finalize 6 talking points and presentations for events/meetings
* Develop and/or review and update 2 factsheets
* Develop and/or review and update 2 cheat sheets

**9. Develop communications and advocacy assets*** Draft and finalize 2 Op-Eds/articles
* Develop communication assets and key messages for 4 international days or events
* Maintain monthly advocacy and communications tracker on all UNICEF Education media mentions
* Organize 2 donor engagement field visits

**10. Support organization of events for NCO Basic Education team*** Education Mid-year review
* Education End-year review
* Annual Education staff retreat
* 4 seminars on education topics

**11. Support staff professional development*** Support identification of staff capacity development needs and process of securing appropriate trainings or resources to fill gaps
* Lead one internal capacity development series/seminar
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| **Child Safeguarding**  Is this project/assignment considered as “[Elevated Risk Role](https://unicef.sharepoint.com/sites/DHR-ChildSafeguarding/DocumentLibrary1/Guidance%20on%20Identifying%20Elevated%20Risk%20Roles_finalversion.pdf?CT=1590792470221&OR=ItemsView)” from a child safeguarding perspective?   YES NO If YES, check all that apply: **Direct contact role**  YES NO  If yes, please indicate the number of hours/months of direct interpersonal contact with children, or work in their immediately physical proximity, with limited supervision by a more senior member of personnel:

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 **Child data role**  YES  NO  If yes, please indicate the number of hours/months of manipulating or transmitting personal-identifiable information of children (name, national ID, location data, photos):

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 More information is available in the [Child Safeguarding SharePoint](https://unicef.sharepoint.com/sites/DHR-ChildSafeguarding/SitePages/Amendments-to-the-Recruitment-Guidance.aspx) and [Child Safeguarding FAQs and Updates](https://unicef.sharepoint.com/sites/DHR-ChildSafeguarding/DocumentLibrary1/Child%20Safeguarding%20FAQs%20and%20Updates%20Dec%202020.pdf)  |

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| **Budget Year:** | **Requesting Section/Issuing Office:** | **Reasons why consultancy cannot be done by staff:** |
| 2024 | Education | Specific expertise on the intersection of skills development, alternative learning, digital learning solutions and systems strengthening. |

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| **Deliverables/Outputs:**  | **Delivery deadline**  |
| **Deliverable 1:**  **Support the finalization of the National Policy on Skills Development and National Skills Development Framework** * Provide technical input to the National Policy on Skills Development
* Support the validation and technical review of the National Policy on Skills Development
* Review final graphic design of the National Skills Development Framework

 **Develop knowledge management products** * Create, review and finalize 6 briefing notes for events/meetings
* Develop and/or review and update 2 cheat sheets

 **Support organization of events for NCO Basic Education team** * Annual Education staff retreat

  | By end of August 2024  |
| **Deliverable 2:**  **Coordinate support for alternative learning pathways and the development of the National Framework and Accreditation Standards on Alternative and Distance Learning** * Provide technical support to incorporate findings from the Alternative Learning Lessons Learned document into the Alternative Learning Situation Analysis
* Support development of National Framework and Accreditation Standards on Alternative and Distance Learning

 **Support organization of the Alternative Learning conference**  * Develop presentations, briefing notes, speaking notes for the conference as well as packages for presenters and participants at the conference
* Develop knowledge products for the conference and launch
* Document outcomes of the conference

  | By end of October 2024    |
| **Deliverable 3:**  **Support implementation of skills development programmes (FLN, digital, transferable, employability skills)** * Produce a lessons learned document on evidence from the field as skills development programs are implemented in 2023-24
* Provide technical support to the desk review of the employability skills for senior secondary schools
* Provide technical support in developing and testing of the model on employability skills for senior secondary

 **Develop systems strengthening knowledge products** * Support development of knowledge products for the education public financing analysis
* Support development of advocacy materials on the National Assessment on Learning Achievement in Basic Education (NALABE)

 **Support organization of events for NCO Basic Education team*** + Education End-year review

  | By end of December 2024 |
| **Deliverable 4:****Develop knowledge management products** * Create, review and finalize 6 talking points and presentations for events/meetings
* Develop and/or review and update 2 factsheets

**Support proposal and strategy development** * Develop or update 3 investment cases
* Support development of 3 proposals and strategies
* Review and provide inputs on 4 Education team proposals

**Support staff professional development** * Support identification of staff capacity development needs and process of securing appropriate trainings or resources to fill gaps
* Lead one internal capacity development series/seminar

**Support organization of events for NCO Basic Education team*** 4 seminars on education topics

 | By end of March 2025 |
| **Deliverable 5:**  **Support scale up of the Nigeria Learning Passport (NLP)** * Develop a lessons learned document on NLP advocacy and comms activities to assess what worked on scaling up the NLP, raising usership numbers, and increasing course completion
* Collect NLP user feedback through development and launch of at least 3 NLP user surveys and sharing of results
* Manage development of knowledge products and advocacy/communications materials for the scale-up of the NLP
* Maintain and update advocacy toolkit for UNICEF Field Offices for NLP scale-up, and update monthly advocacy and communications tracker

 **Develop communications and advocacy assets** * Draft and finalize 2 Op-Eds/articles
* Develop communication assets and key messages for 4 international days or events
* Maintain monthly advocacy and communications tracker on all UNICEF Education media mentions
* Organize 2 donor engagement field visits

 **Support organization of events for NCO Basic Education team** * Education Mid-year review

  | By end of contract  |
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| **Minimum Qualifications required:** | **Knowledge/Expertise/Skills required:** |
|  Bachelors Masters PhD Other Advanced university degree in education, international development, social sciences or other relevant fields. | Required skills and experiences* A minimum of 5 years of experience in supporting large-scale education programmes
* Demonstrated success in the development of large-budget proposals and in designing and supporting the implementation of programme strategies
* At least 3 years of experience in research, evidence generation and knowledge management
* Working experience in skills development programming
* Working experience in alternative learning, including digital learning
* Previous project management experience
* Fluency in English with strong written and oral skills.

Desired skills and experiences* Experience working with a range of partners to monitor the implement policy commitments
* Experience developing resources for or guiding stakeholders to develop policy frameworks
* Result-based project/programme management skills.
* Experiences in working for UNICEF or UN agencies.
* Experience in West Africa and ideally Nigeria context.
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**Text to be added to all TORs:**

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.

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.

1. The World Bank. (2020). *Population, total - Nigeria.* Retrieved from https://data.worldbank.org/indicator/SP.POP.TOTL?locations=NG [↑](#footnote-ref-2)
2. The World Bank. (2020). *Population ages 0-14 (% of total population) - Nigeria.* Retrieved from https://data.worldbank.org/indicator/SP.POP.0014.TO.ZS?locations=NG [↑](#footnote-ref-3)
3. UBEC. (2018). [↑](#footnote-ref-4)
4. National Bureau of Statistics (NBS) and United Nations Children’s Fund (UNICEF*). 2017 Multiple Indicator Cluster Survey 2016-17, Survey Findings Report.* Abuja: National Bureau of Statistics and United Nations Children’s Fund. [↑](#footnote-ref-5)
5. *Ibid.* [↑](#footnote-ref-6)
6. *Ibid.* [↑](#footnote-ref-7)