

Terms of Reference for Individual Consultant

<b>Title</b> Quantitative Researcher and Writer - Education		<b>Duty Station:</b> Global Office of Research and Foresight (Italy) Remote
<b>Start date:</b> 01 – Jan – 2025	<b>End date:</b> 30 – Jan -2026	Total working days estimated: 225 days over a period of 13 months
<b>Purpose of Activity/Assignment:</b> Support quantitative data analysis and report writing across a multi-county study on innovations in education.		
<p><b>Background</b></p> <p>The Education Section of UNICEF Innocenti - Global Office of Research and Foresight seeks a consultant to support quantitative data analysis and report writing for implementation research across multiple innovative education programmes focused on improving pedagogical practices in the classroom with various techniques including differentiated learning. These programmes aim to improve learning outcomes for children in diverse settings. The consultant will be provided with large-scale datasets for analysis, and background on programme implementation. The consultant will deliver policy-oriented research outputs and summaries for each programme based on their analysis. The countries where implementation research is currently ongoing in these types of innovative education programmes are: Bangladesh, Rwanda, Ghana, Lebanon, Myanmar and Sierra Leone. The specific programme and country selection for the analysis will be based on implementation timelines during the consultancy period.</p> <p><b>Major areas of work and responsibility</b></p> <p>The consultant will collaborate with the UNICEF Innocenti research team to conduct quantitative data analysis, interpret results, and produce policy-oriented reports for each selected programme. Key responsibilities include:</p> <ul style="list-style-type: none"> <li>- Conducting quantitative analysis of large-scale datasets provided for each programme to assess impacts, identify trends, and generate data-driven insights.</li> <li>- Developing individual reports and policy briefs for each programme, synthesizing findings, and offering strategic recommendations.</li> <li>- Producing a cross-programme synthesis report that highlights comparative insights, lessons learned, and policy implications for scaling effective education interventions.</li> </ul> <p><b>Supervision</b></p> <p>The consultant will work under the direct supervision of the Education Manager</p> <p><b>Methodologies and Tools</b></p> <p>Software to be used and subscription required for data analysis: Stata 15 or higher</p> <p><b>Conditions of Consultancy</b></p> <p>The consultant should note the following:</p>		

1. This consultancy may require the consultant to travel in order to complete the required deliverables effectively and efficiently. Travel costs should NOT be included in the bid for the contract as travel costs will be provided at time of travel and approved by consultant's direct supervisor. UNICEF Innocenti does not make travel arrangements for consultants. The consultant will arrange their own travel, clear the anticipated cost with UNICEF and invoice UNICEF for the travel cost as soon as the travel has been completed. UNICEF Innocenti will assist consultants with arrangements for visas, work permits, vaccinations, etc.
2. All other costs related to completing the deliverables such as hardware, required software, certificates/ subscriptions and associated running costs are expected to be factored into the proposed professional fees.
3. UNICEF does not regard Individuals engaged under a consultancy contract as "staff members" under the Staff Regulations and Rules of the United Nations and UNICEF's policies and procedures. Consultants are therefore not entitled to benefits such as leave, pension 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.
4. 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. Prospective consultants are encouraged to ensure that they fully understand (a) the requirements of each deliverable and (b) the workload associated with reaching a deliverable.
5. UNICEF Innocenti recognises that, due to the locations of some of its research, events may occur that either delay deliverables or prevent them from being completed. These events need to be reviewed on a case-by-case basis to determine the impact on the payment schedule of the contract. It is UNICEF Innocenti's objective to be fair to consultants in situations where deliverables are delayed or no longer attainable through no wrongdoing of the consultant.
6. Consultants 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.

Minimum Qualifications required:  Bachelors  Masters  PhD  Other

Enter Disciplines: Economics, Social Policy, Education, Statistics or related social sciences.

Knowledge/Expertise/Skills required:

**Essential skills:**

- A minimum of seven years of progressively responsible professional work experience at national or international levels in the design and implementation of rigorous research, with developing country-level experience essential.
- Strong data and analytical skills and extensive knowledge of common statistical software packages (e.g. STATA, R, SPSS).
- Strong quantitative analysis and report writing skills, particularly in education or development research.
- Proven ability to synthesize complex data into clear, actionable insights for a non-technical audience.
- Excellent written and oral communication skills in English and excellent attention to detail.
- Strong interpersonal skills and demonstrated ability to work well as part of a geographically dispersed team and to forge and manage partnerships.
- Commitment to UNICEF's core values of care, respect, integrity, transparency, and accountability.

**Desirable qualifications:**

- Previous experience with data analysis of large datasets very desirable.
- Previous experience working with UNICEF or other UN organization.
- Previous experience synthesizing education evidence for UN agencies.
- Ability to work in a multicultural, multi-ethnic environment.
- Fluency in another UN language.

**Core Values**

- Care
- Respect
- Integrity
- Trust
- Accountability
- Sustainability

**Competencies**

- Builds and maintains partnerships
- Demonstrates self-awareness and ethical awareness
- Drive to achieve results for impact
- Innovates and embraces change
- Manages ambiguity and complexity
- Thinks and acts strategically
- Works collaboratively with others

<b>Deliverable/Output:</b>	<b>Estimated number of working days</b>	<b>Deadline</b>
Develop a research workplan for quantitative analysis across 4 programmes, detailing methods for data cleaning, analysis, and policy-oriented reporting.	15	Feb 28, 2025
Conduct in-depth quantitative analysis on the first programme’s dataset. Summarize key findings in a data analysis report.	30	April 30, 2025
Prepare a draft policy-oriented report for the first programme, summarizing major findings, trends, and actionable recommendations.	20	May 30, 2025
Perform a full quantitative analysis for the second programme’s dataset, documenting insights and trends in a data report.	40	July 30,2025
Develop a draft policy-oriented report for the second programme, synthesizing findings and strategic recommendations.	20	August 30,2025
Execute quantitative analysis on the third programme’s dataset, summarizing findings in a comprehensive data report.	40	October 31, 2025
Compile findings into a draft policy report for the third programme, highlighting insights and actionable recommendations.	20	November 30, 2025
Conduct a thorough quantitative analysis for the fourth programme’s dataset and summarize insights in a data analysis report.	40	December 30, 2025
Develop a synthesis report based on findings from all programmes, providing comparative insights, global lessons, and recommendations for policy and scaling effective approaches.	30	Jan 15, 2026

The **financial proposal** should be your costs **by deliverable, in USD** for the full consultancy period, and should keep in mind that consultants are responsible for determining their own tax liabilities and are not entitled to benefits and must obtain their own software for data analysis.

This position will also require travel to implementing countries, however, please **do NOT include the cost of travel in your estimates**. Please also keep in mind that value for money is part of the evaluation criteria for candidates under consideration.