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| **Title**  **Education cluster coordinator consultant** | | **Funding Code** | | **Type of engagement**  Consultant  Individual Contractor | | | **Duty Station:**  Kinshasa, DRC | |
| **Purpose of Activity/Assignment:**  **UNICEF DRC is looking for a consultant to fill in the post of education cluster coordinator.**  Under the guidance and general supervision of the Emergency section chief (Level 5) and in close coordination with the Education section, the Education Cluster Coordinator consultant ensures the management of the national cluster in Democratic Republic of Congo.  On behalf of UNICEF, the Country Lead Agency for the Education Cluster, and in support of the Government, the Education Cluster Coordinator provide leadership and facilitate the processes that will ensure a well-coordinated, strategic, adequate, coherent, and effective response by participants in the Education Cluster. | | | | | | | | |
| **Scope of Work:**   1. Coordination of humanitarian education actors in DRC through establishment/maintenance of appropriate coordination mechanisms at the national and local level. 2. Needs analysis, planning and strategy development that directly support realization of the HC/HCT strategic priorities, strategic guidance in the planning and implementation of the education cluster response and its technical components in line with the DRC humanitarian response plan, common standards, and guidelines. 3. Application of standards, monitoring and reporting by ensuring that Education responses are in line with existing policy guidance, technical standards, and relevant Government policies and that education cluster partners are aware of relevant policy guidelines, technical standards and relevant commitments including those that the Government concerned authorities have undertaken. 4. Advocacy and resource mobilization to fund priority Education activities (including Education cluster coordination) while at the same time encouraging Education actors to mobilize resources for their activities through their usual channels. 5. Networking and partnership building notably through active participation in inter-agency discussions on education, representing the interest of the Education Cluster in discussions with the Humanitarian Coordinator as well as donors on prioritization, resource mobilization and advocacy. 6. Innovation, knowledge management and capacity building through capacity building initiatives for partners at national and sub-national level to enhance the competencies of partners to deliver education in emergencies response as well as mentoring and reinforcing capacities of Education cluster coordinators in the hubs to enhance quality of Education cluster coordination at sub-country level 7. Technical and operational support to programme implementation | | | | | | | | |
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| **Budget Year:**  2022 | **Requesting Section/Issuing Office:**  Emergency Section, Kinshasa | | | **Reasons why consultancy cannot be done by staff:**  Post has been advertised twice and no suitable candidates were identified. Given the urgency to fill in the post, which has been vacant since September, this consultant would allow to have someone until the recruitment is finalized. No stretch assignment could be found either despite being advertised twice | | | | |
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| **Included in Annual/Rolling Workplan***:*  Yes  No, please justify: | | | | | | | | |
| **Consultant sourcing:**  National  International  Both  **Consultant selection method:**  Competitive Selection (Roster)  Competitive Selection (Advertisement/Desk Review/Interview) | | | | | | **Request for:**  New SSA  Extension/ Amendment | | |
| **If Extension, Justification for extension:** | | | | | |  | | |
| **Supervisor:**  Chief of Emergency (Typhaine Gendron) | | | **Start Date:**  01 March, 2022 | | **End Date:**  31 May, 2022 | | | **Number of Days (working)**  66 working days |
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| **Work Assignment Overview** | | | |
| Tasks/Milestone: | Deliverables/Outputs: | Timeline | Estimate Budget |
| **Coordination of humanitarian education actors in DRC** | * Ensure appropriate coordination between all Education humanitarian partners through establishment/maintenance of appropriate coordination mechanisms at the national and local level; * Ensure adequate resources are mobilized and are equitably allocated for the effective functioning of the cluster and its response. * Maintain information on all current and potential education partners, their capacities and areas of work (including Who, What, Where and by When). * Support the preparation, design and updating of the situation analysis to ensure that evidence guides UNICEF DRC’s education in development and emergencies programmes/projects. | 3 months |  |
| **Needs analysis, planning and strategy development** | Ensure predictable Education in Emergency action by:   * Providing strategic guidance in the planning and implementation of the education cluster response and its technical components in line with the DRC humanitarian response plan, common standards and guidelines. * Clarifying funding requirements, prioritization, and cluster contributions to HC’s overall humanitarian funding considerations (Flash Appeal, CAP, HF, CERF) * Ensuring adequate Education in Emergency related contingency planning and preparedness for potential significant changes in the nature of the emergency. | 3 months |  |
| **Application of standards, monitoring and reporting** | * Ensure that Education cluster participants are aware of relevant policy guidelines, technical standards and relevant commitments including those that the Government concerned authorities have undertaken. * Ensure that Education responses are in line with existing policy guidance, technical standards, and relevant Government policies. * Ensure adequate Education impact reporting and effective information sharing (with OCHA support) to demonstrate the closing of gaps. | 3 months |  |
| **Advocacy and resource mobilization** | * Contribute to key messages to broader advocacy initiatives of the HC, HCT, ICN, UNICEF and other actors. * Advocate for donors to fund priority Education activities (including Education cluster coordination) while at the same time encouraging Education actors to mobilize resources for their activities through their usual channels. | 3 months |  |
| **Networking and partnership building** | * Participate actively in inter-agency discussions on education, representing the interest of the Education Cluster in discussions with the Humanitarian Coordinator as well as donors on prioritization, resource mobilization and advocacy. * Interact with other clusters humanitarian actors, government counterparts, and relevant authorities for operational planning, engagement, and active contribution of operational partners. | 3 months |  |
| **Capacity Building** | * Organize and implement capacity building initiatives for partners at national and sub-national level to enhance the competencies of partners to deliver education in emergencies response. * Mentor and reinforce capacities of Education cluster coordinators in the hubs to enhance quality of Education cluster coordination at sub-country level | 3 months |  |
| **Technical and operational support to programme implementation** | * Support Education in emergencies programme as required * Provide technical support to the education section on emergency programs, including providing inputs to proposals, donor reports, evaluations and studies. | 3 months |  |
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| **Minimum Qualifications required:** | **Knowledge/Expertise/Skills required:** | | |
| Bachelors  Masters  PhD  Other  Enter Disciplines  A minimum of five years of professional experience in education programme planning and/or education coordination emergency contexts. | A minimum of five years of professional experience in education programme planning and/or education coordination emergency contexts.  Strong analytical, organizational and writing skills required. Experience in cluster coordination required  Experience working in complex crises and fragile states desirable.  Relevant experience in a UN system agency or organization is considered as an asset.  Fluency in French and English is required. Knowledge of local language of the duty station is considered as an asset. | | |
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| **Administrative details:**  Visa assistance required:  Transportation arranged by the office: | Home Based  Office Based:  If office based, seating arrangement identified:  IT and Communication equipment required:  Internet access required: | | |
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