

**TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS**

<b>Title</b>	<b>Education research consultant</b>
<b>National/International</b>	<b>International</b>
<b>Duty Station</b>	<b>N’Djaména</b>
<b>Duration</b>	<b>216 days over 12 months</b>
<b>Supervisor</b>	<b>Chief Education</b>

**I. Background**

The global learning crisis is deepening in Chad due to several circumstances such as: (1) COVID-19 pandemic, (2) Growing insecurities in the country, and (3) Difficulties in improving the quality of education in the country. While the country has made significant efforts to expand primary school enrollment, about 1 in 2 children of primary school age remain out of school (UNICEF, 2021). Moreover, learning outcomes in Chad are among the lowest in sub-Saharan Africa: 98 per cent of children are in Learning Poverty, unable to read and understand a simple text by age 10 (World Bank, 2019). Girls are more likely to be out of school and have lower learning levels, creating gender disparities that can have effects for generations (UNICEF, 2021; World Bank, 2019; PASEC - CONFEMEN, 2020). While there are many barriers to improving the quality of education in Chad, limited school resources, low quality teaching and ineffective school management have been identified as contributing factors for low learning outcomes (PASEC - CONFEMEN, 2020).

To do so, UNICEF Chad is working together with the Ministry of Education and Civil Promotion (MENPC), UNICEF Innocenti Global Office of Research and Foresight (UNICEF Innocenti) and all relevant local stakeholders to co-create and co-implement four policy-relevant research which tackles important education questions concerning: primary education, under two research projects called Data Must Speak (DMS) and Women in Learning Leadership (WiLL).

**Data Must Speak (DMS)**

The Data Must Speak (DMS) Positive Deviance research, has been co-created and co-implemented in Chad since 2022. The research aims to identify positive deviant schools (e.g., schools that are achieving great results even though they operate in difficult context and with little resources – compared to their peers), understand what the behaviours and practices at play in those schools are and how can the Chad MENPC optimally scale some of them to improve quality primary education throughout the country. The research uses both quantitative and qualitative methods, as well as other methodologies and approaches including behavioural sciences, scaling science and implementation research.

**Women in Learning Leadership (WiLL)**

The WiLL research aims to expand the evidence base on female school leaders in primary and pre-primary education by analysing the underrepresentation of women in school leadership positions, the barriers they face, and understanding the leadership and management practices they employ, all in service of a more gender-equitable school leadership workforce, and better learning outcomes for all students. It is currently active in 5 countries and leverages a mix of quantitative and qualitative research methodologies.

By using a demand-driven approach and ensuring national ownership, research findings from both DMS and WiLL aim at informing existing policy and planning cycles in Chad, including the *Plan intérimaire de l’éducation au Tchad* (2018-2020) goals of pursuing quality universal primary schooling and reducing disparities (Goal 1), improving the quality and relevance of learning (Goal 2), and strengthening the governance of the sector (Goal 3). DMS evidence

will be used to inform activities across all three goal areas, including supporting primary school attendance, improving retention and internal efficiency, reforming the teacher structure, and improving teaching and learning conditions. WiLL adds a cross-cutting focus on gender, supporting the reduction of gender disparities for women's participation in leadership and its related impact on learning for all students, especially girls.

The incumbent will work under the direct supervision of the Chad Country Office Education Chief with dotted lines to UNICEF-Innocenti Education Specialists for Women in Learning Leadership and Data Must Speak. He/she will be based in N'Djamena and will provide coordination and research support to both research programmes. In addition, the incumbent may be required to contribute to Data Must Speak Technical Assistance activities. Besides working in the UNICEF Chad Country Office, he/she will also work in close collaboration with the UNICEF-Innocenti Research on Education and Development (READ) unit as well as other colleagues from UNICEF West and Central Africa Regional Office (WCARO). She/he will have close collaboration with the Communication for Development (C4D) units in UNICEF Chad and WCARO, staff of other UN Agencies, and Government officials, multilateral and bilateral donors ensuring successful implementation of the DMS and WiLL research programmes in Chad.

## II. Purpose of Activity/Assignment

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### Major areas of work and responsibility

1. Support the UNICEF Chad Country Office (CO) and the Chad MENPC to co-implement the DMS and WiLL research to increase government's ownership of the research findings and maximize their uptake, focusing on the achievement of the following results:
  - a. Provide guidance to the Chad CO to design, organize and lead primary data collection in schools to investigate positive deviance practices/behaviors, including those used by female head teachers, and to investigate challenges and barriers specifically faced by female head teachers;
  - b. Leverage innovative research methodologies such as behavioral sciences, implementation research and scaling sciences to co-create a concrete action plan, together with the Chad MENPC, on how to optimally scale positive deviant behaviours and practices;
  - c. Organize capacity building activities for Chad CO staff and MENPC in research methodologies (quantitative, qualitative and implementation research) as well as dissemination and application of research findings in education programming and planning.
2. Coordinate all stages of the DMS and WiLL research through direct field support and capacity building activities with in-country partners, focusing on the achievement of the following results:
  - a. Under the guidance of the research team at UNICEF Office of Research, coordinate, hand-in-hand with country partners, all stages of the DMS and WiLL research in Chad, including using various research methodologies (quantitative/qualitative research, behavioral sciences, implementation research and scaling science);
  - b. Provide capacity building to the Chad CO and Ministry of Education staff on designing and co-implementing quantitative and qualitative research based on existing administrative datasets; Support identification of levers for scaling policies and practices and identify promising practices for improving female representation in school leadership;
  - c. In collaboration with the READ unit at UNICEF-Innocenti, provide technical support to ensure more effective dissemination and use of the research findings.
3. Serve as the in-country coordinator for DMS and WiLL in Chad and monitor the research, focusing on the achievement of the following results:
  - a. Effective and timely implementation of DMS and WiLL research in Chad;
  - b. Alignment with UNICEF's global and regional strategic priorities;
  - c. Use of lessons learned and best practices from the DMS and WiLL activities in Chad for knowledge exchange within UNICEF and more globally.

### III. Scope of Work:

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Activities for this consultancy align with the UNICEF Chad education team workplan as well as with the UNICEF Innocenti 2023-2024 workplan. Under the direct supervision of the Chief Education, the consultant will support the overall coordination of the two-above mentioned research workstreams in Chad, together with relevant stakeholders, including MENPC, local academics, NGOs, and development partners.

- Methodologies to be used: Mixed-methods research
- Software to be used for data analysis: Stata, Nvivo
- Subscriptions that will be required: N/A

### IV. Work Assignment Overview

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Tasks/Milestones	Timeline		Payment %
	Days	Due Date	
Finalization of DMS and WiLL quant and qual instruments	26 days	By or before October 20 <sup>th</sup> , 2023	12
Organization and implementation of instruments piloting in Chad	20 days	By or before November 30 <sup>th</sup> , 2023	9
Translation of instruments and organization of field work (ethics protocols, deployment plan, recruitment of surveyors)	15 days	By or before December 20 <sup>th</sup> , 2023	7
Coordination and support to quant and qual DMS and WiLL training for surveyors	20 days	By or before January 27 <sup>th</sup> , 2024	9
Supervision and coordination of quant and qual data collection for DMS and WiLL in Chad	22 days	By or before March 10 <sup>th</sup> , 2024	10
Data cleaning and submission of quant DMS and WiLL datasets	12 days	By or before March 30 <sup>th</sup> , 2024	6
Transcription of all qualitative DMS and WiLL datasets	15 days	By or before April 20 <sup>th</sup> , 2024	7
Translation of all qualitative DMS and WiLL datasets	20 days	By or before May 15 <sup>th</sup> , 2024	9
Support in writing WiLL report and other related research outputs (briefs, blogs)	25 days	By or before June 30 <sup>th</sup> , 2024	12
Support in writing DMS report and other related research outputs (briefs, blogs)	18 days	By or before July 30 <sup>th</sup> , 2024	8
Dissemination of WiLL research with country stakeholders. Finalization of DMS scaling plan and dissemination with country stakeholders	23 days	By or before September 15 <sup>th</sup> , 2024	11

### V. Qualification/Experience/Competencies/Skills Required

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#### Essential skills:

- A minimum of five years of work experience at national or international levels in undertaking research coordination activities, with developing country level experience being indispensable.

- Demonstrated experience in coordinating mixed-method research and an understanding of various qualitative and quantitative methodologies.
- Knowledge of common software for quantitative analysis (e.g., Stata).
- Excellent written and oral communication skills, including in translating research for policy-audiences and other education actors.
- Demonstrated ability to work well as part of a team and to forge and manage partnerships with internal and external stakeholders, particularly government stakeholders
- Ability to work in a multicultural, multi-ethnic environment.
- Fluency in French required. Working proficiency in English is required.

**Desirable qualifications:**

- Experience working on education-related issues, particularly in the low- and middle-income country context.
- Experience working in the UN or other international development organizations is an asset.
- Fluency in another UN language is an asset.

**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.

**VI. Working conditions**

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- Office based, UNICEF Chad will provide a computer for the consultancy.
- This consultancy requires the consultant to travel in order to complete the required deliverables effectively and efficiently. The full cost of travel should be included into the bid for the contract. While UNICEF Chad does not make travel arrangements for consultants, there are value for money rules that apply to consultant travel. 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 Chad will assist consultants with arrangements for visas.

**VII. Supervision**

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The consultant will be supervised by the Chief Education

**VIII. Technical and financial proposals**

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Applicants are invited to submit with their online application:

- A cover letter explaining why they are well placed to undertake this assignment
- A recently updated CV
- A financial proposal which must be an all-inclusive cost (consultancy fees, mission expenses, travels, etc.).

Applicants are invited to submit their financial proposals in USD using the template in the below link:

[Template Financial Proposal](#)

Selection criteria will be based on qualifications, skills, expertise and experience in the required field, and quality of the technical and financial offer. Each application will be assessed first on its technical merits and subsequently on its price (weighting of 70 [technical note] / 30 [financial note]); the maximum points are awarded to the lowest

financial offer of the technically qualified application. All other price proposals will receive points in inverse proportion to the lowest price. The best bid combining the 2 notes will be retained.

## Recourse

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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. The deliverables will remain the copyright of UNICEF.

The consultant must respect the confidentiality of the information handled during the assignment. Documents and information provided must be used only for the tasks related to these terms of reference.

UNICEF Chad 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 Chad's objective to be fair to consultants in situations where deliverables are delayed or no longer attainable through no wrongdoing of the consultant.

## Child Safeguarding

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Is this project/assignment considered as "[Elevated Risk Role](#)" 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:

**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):

More information is available in the [Child Safeguarding SharePoint](#) and [Child Safeguarding FAQs and Updates](#)

## Remarks

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Individuals engaged under a consultancy 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. Their conditions of service will be governed by their contract and the General Conditions of Contracts for the Services of Consultants. 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.