

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS

Title: Technical Assistance to support quality ECD implementation in four NTT districts	Duty Station: Kupang <i>Consultant should be home-based and will not have assigned desk or office space.</i>
Purpose of Activity/Assignment: To provide technical assistance to support the Kupang Field office in ensuring quality implementation of the Early Childhood Development (ECD) programme in four districts in East Nusa Tenggara namely; Rote Ndao, Manggarai Barat, Sumba Timur and Sumba Barat Daya	
Background and Justification: <p>Quality pre-primary education is the foundation of a child's journey such that every stage of education that follows relies on quality early learning. In low-income countries, the picture is bleaker, with only 1 in 5 young children enrolled. Children from poor families are the least likely to attend early childhood education and development programmes. Failure to provide quality early childhood education limits children's futures by denying them opportunities to reach their full potential. It also limits the futures of countries, robbing them of the human capital needed to reduce inequalities and promote peaceful, prosperous societies.</p> <p>Children enrolled in at least one year of pre-primary education are more likely to develop the critical skills they need to succeed in school and less likely to repeat grades or drop out. As adults, they contribute to peaceful societies and prosperous economies. Evidence of the ways in which pre-primary education advances development exists around the world. In NTT context, based on SUSENAS (2021) UNICEF indicated that children who do not attend ECD centres have higher proportion of being unable to read in the primary school than children who attend ECD centres. This explains that participating in ECD centre is significantly supporting children's readiness to successfully transition to primary school level.</p> <p>NTT province provides the 7th largest ECD services in Indonesia by the number of students, teachers and ECD centres (Dapodik, 2023). However, the total number of 153,000 children who attend in ECD centres in NTT only represents 2.3% of children aged 3-6 for ECD nationally. Bureau Statistics (2023) records that (net) enrolment of children to Early Childhood Development (ECD) centre in NTT is only 31,7 % which is below than national rate 34.8 %. Beside lower participation in ECD centres, there is also an issue of ECD teachers' insufficiency in NTT. With the number of 11,000 ECD teachers to serve in 5,800 ECD centres, meaning, averagely in one ECD centre has only one to two teachers. ECD teachers' background in NTT is also a concern, given that 45% are not university-graduate. This contribute to the low reading and numeracy foundational skills of NTT children in grade four of primary school level which is only 35% for reading and 25% for math skills of students who have basic skills in respective aspects ¹.</p> <p>The COVID-19 pandemic has resulted in widespread disruption to education and essential services for children, with the closure of country's 530,000 schools, affecting over 60 million students and 3.3 million ECE students. Ministry of Education' assessment (2022) in 5,965 ECD centres in East Nusa Tenggara on non-education eight essential indicators of HI ECD at ECD centres records that the indicators' performance is 72 out of 100. This means that in average ECD centres in NTT applied five to six out of eight essential indicators of HI ECD at ECD centres. Services regarding the supplementary food provision, children identity and unavailable of sanitation facilities at ECD centres are less provided.</p> <p>Given the impacts of the pandemic on early learning and development services, it is crucial to support ECD centres in a safe and healthy resumption of in-person learning after the pandemic. Every effort must be made to ensure children optimally achieve their development potential, regardless of the circumstances. A focus on expanding</p>	

¹ <https://sdg4children.or.id>

quality ECD programme, including learning interventions, and promoting school readiness and transition, parenting programmes to cover children essential services (including nutrition, health, immunizations and child protection) and practices by caregivers, including teachers, are important investments that will help to to achieve meaningful results for children in East Nusa Tenggara.

Given this context, UNICEF is seeking to recruit a national consultant to work with district governments and ECD educators to promote a healthy, quality and safe ECD learning environment and to support the replication and scale-up of the quality ECD across districts in East Nusa Tenggara. This consultant will work under the management of UNICEF Kupang Field Office with a direct supervision of UNICEF's Education Officer in Kupang Field Office.

Scope of Work:

- Technical support to institutionalize, scale-up, and sustain good practices and approaches developed so far under the ECD programme in Rote Ndao, West Manggarai, East Sumba and South West Sumba. Technical assistance will be provided to the district governments to continue raising awareness of the importance of HI-ECD, the role of cross-sectoral coordination through the HI-ECD Taskforce, and the development of district/provincial policies, guidelines, and action plans to strengthen quality. The insertion of HI ECD and literacy and numeracy in the District Mid-Term Development Plan (RPJMD) will be instrumental to promote ongoing sustainability and institutionalisation.

Output 1: Report on the development of HI ECD Bupati regulations, Task Force and District Action Plan on HI ECD in target districts. The inclusion of HI ECD in the District Mid-Term Development Plan (RPJMD) and annual workplan and budget (RENJA).

- Technical support to supervise and monitor HI-ECD activities in ECD centres. Technical support to systematically monitor activities will be provided to ECD centres to ensure quality service delivery including play-based learning, teacher and students' vaccination, nutrition status detection, healthy and hygienic environment and behaviour and children identity administration.

Output 2: Report on improving implementation of educational and non-educational eight essential indicators of HI ECD at ECD centres in target districts; Three Human Interest Stories outlining good practices and innovation.

- Providing technical expertise and assistance in teacher's training in introducing the implementation of new Merdeka Curriculum, play based methodology, joyful transition from pre-primary to primary education, children's essential needs, parent and caregiver engagement, etc to improve the teacher's knowledge and skill in nurturing young children.

Output 3: Report on training of Quality ECD outlining improved mindset, knowledge set, and skill set of ECD educators (principals and teachers) in target districts on the updated curriculum, learning methodology, school transition and HI ECD.

- Providing support and assistance on the ECD assessment using the Measuring Early Learning Quality and Outcomes (MELQO) instruments conducted by the selected research institution.

Output 4: Report on support for the implementation of baseline study coordinated by UNICEF at Country Office.

- Providing support and assistance to the Implementing Partner/s to ensure ECD kits and EGL learning materials are well distributed to all ECD centres and primary schools; and assisting Kupang Field Office in managing local materials procurement.
Output 5: Report on the timely distribution of ECD kits to target ECD centres and the programme to utilize the kits regularly at ECD centres is developed.
- Providing sound technical expertise introducing creative and inclusive literacy programs at ECD centres and primary schools including developing literacy programmes for children and parents at schools.
Output 6: Report on the support for programme and activities to promote literacy among children's parents at ECD centres through parenting are developed by target ECD centres.
- Providing support to UNICEF staff during field visits and meetings and regular updates.
Output 7: Regular report on ECD implementation including discussion papers, presentations for field visits by UNICEF Country Office.
- Providing quality input into briefing and reporting documents, as needed.
Output 8: Briefing notes and technical papers as inputs to programme reports and other documents when needed.
- Providing critical review and feedback to ECD centres, government counterparts and UNICEF during program implementation.
Output 9: Workshop reports, presentation materials and documentation of coordination meetings with UNICEF and government counterparts including recommendations for emerging issues as maybe required

Supervisor:

Robertus Raga Djone- Education Officer

Start Date:

1 April 2024

End Date:

31 December 2024

Work Assignment Overview			
Deliverables/Outputs (incl.Tasks/Milestone)	Timeline	Deadline ²	Estimate Budget (in %)
Deliverable #1: <ul style="list-style-type: none"> An inception report outlining workplans and timelines. A report of workshop 'healthy and safe ECD learning environment' outlining process, achieved outputs, challenges and lessons learned. Monitoring report of ECD kits distribution. A report of the multi-sectors coordination meeting to socialize HI ECD outlining process, outputs and action points. <p>To produce this deliverable the following tasks will be undertaken:</p> <ul style="list-style-type: none"> Provide programme implementation and monitoring plans of ECD programme in four districts focus developed from consultations with government and key counterparts. To systematically monitor activities of ECD programme and provide feedback to ensure quality service delivery: 'Workshop on healthy and safe ECD learning environment'. Providing support and assistance to the government partner to ensure ECD kits are well distributed to all ECD centres. Technical support to institutionalize HI ECD, scale-up, and sustain good practices and approaches (facilitate advocacy and coordination meetings to socialize HI ECD in new districts and scale-up, planning and budgeting meetings in the existing district). 	19 days	29 April	11%
Deliverable #2: <ul style="list-style-type: none"> A Report of workshop 'foundational skills and school transition' outlining process, achieved outputs, challenges and lessons learned. Monitoring report on ECD kits utilization. First draft of the HI ECD Bupati regulation. A report of the coordination meeting with UNICEF and government counterparts that outlines process, outputs and action points of the meeting. <p>To produce this deliverable the following tasks will be undertaken:</p>	19 days	30 Mei	11%

² Deadline timings will be updated before the consultant contract is finalized.

<ul style="list-style-type: none"> To systematically monitor activities of ECD programme and provide feedback to ensure quality service delivery: 'Workshop on foundational skills and school transition'. Technical support to supervise and monitor ECD kits utilization and HI ECD implementation. Technical support to institutionalize HI ECD, scale-up, and sustain good practices and approaches (facilitate advocacy and coordination meetings to establish HI ECD regulation in new districts and scale-up, planning and budgeting meetings in the existing district). Providing critical review and feedback to government counterparts and UNICEF during program implementation. 			
<p>Deliverable #3:</p> <ul style="list-style-type: none"> Report of workshop 'foundational skills and school transition' outlining process, achieved outputs, challenges and lessons learned. Second draft of HI ECD Bupati regulations and draft of HI ECD task force. Baseline study report outlining process, outputs, gaps and solutions. Documentation and a visit report outlining process, activities, lessons learned. <p>To produce this deliverable the following tasks will be undertaken:</p> <ul style="list-style-type: none"> To systematically monitor activities of ECD programme and provide feedback to ensure quality service delivery: 'Workshop on foundational skills and school transition' (similar activity as the deliverable 2 but in different district). Technical support to institutionalize HI ECD, scale-up, and sustain good practices and approaches (facilitate advocacy and coordination meetings to establish HI ECD regulation in new districts and scale-up, planning and budgeting meetings in the existing district). Providing support and assistance on the ECD assessment using the Measuring Early Learning Quality and Outcomes (MELQO) instruments conducted by the selected research institution. Providing support to UNICEF staff during field visits, including donor visit, meetings and regular updates. 	17 days	27 June	11%
<p>Deliverable #4:</p> <ul style="list-style-type: none"> Report on the training of Quality ECD to ECD teachers and principals outlining achieved outputs, challenges, lessons learned and recommendation (Rote Ndao). Refined draft of HI ECD Bupati Regulation and task force after public consultation. 			

<ul style="list-style-type: none"> Monitoring report of HI ECD progress of implementation with quantitative and qualitative analysis on HI ECD eight essential indicators progress (Rote Ndao). <p>To produce this deliverable the following tasks will be undertaken:</p> <ul style="list-style-type: none"> Providing technical expertise and assistance in teacher's training in introducing the implementation of new Merdeka Curriculum, play based methodology, joyful transition from pre-primary to primary education, children's essential needs, parents and caregiver engagement, etc to improve the teacher's knowledge and skill in nurturing young children. Technical support to institutionalize HI ECD, scale-up, and sustain good practices and approaches (facilitate advocacy and coordination meetings to establish HI ECD regulation in new districts and scale-up, planning and budgeting meetings in the existing district). Technical support to supervise and monitor HI-ECD activities in ECD centres. 	19 days	25 July	11%
<p>Deliverable #5:</p> <ul style="list-style-type: none"> Report on the training of Quality ECD to ECD teachers and principals outlining achieved outputs, challenges, lessons learned and recommendation (West Manggarai). Final draft of HI ECD Bupati Regulation and HI ECD task force. An updated report on ECD parenting programme's round 1. <p>To produce this deliverable the following tasks will be undertaken:</p> <ul style="list-style-type: none"> Providing technical expertise and assistance in teacher's training in introducing the implementation of new Merdeka Curriculum, play based methodology, joyful transition from pre-primary to primary education, children's essential needs, parents and caregiver engagement, etc to improve the teacher's knowledge and skill in nurturing young children (similar activity as deliverable 4 but in different district) Technical support to institutionalize HI ECD, scale-up, and sustain good practices and approaches (facilitate advocacy and coordination meetings to establish HI ECD regulation in new districts and scale-up, planning and budgeting meetings in the existing district). To systematically monitor activities of ECD programme and provide feedback to ensure quality service delivery: 'Parenting programme'. 	19 days	27 August	11%

<p>Deliverable #6:</p> <ul style="list-style-type: none"> • A report on the HI ECD task force strengthening workshop outlining process, outputs, lessons learned and action points (Rote Ndao). • An advocacy report outlining budget tracking of HI ECD-related programme and activities on the government plan and budgeting draft. • A parenting programme report round 2. • A literacy programme and activities report from ECD centres to promote literacy among children's parents. <p>To produce this deliverable the following tasks will be undertaken:</p> <ul style="list-style-type: none"> • Technical support to institutionalize HI ECD, scale-up, and sustain good practices and approaches (facilitate advocacy and coordination meetings to establish HI ECD regulation in new districts and scale-up, planning and budgeting meetings in the existing district). • To systematically monitor activities of ECD programme and provide feedback to ensure quality service delivery: 'Parenting programme'. • Providing sound technical expertise introducing creative and inclusive literacy programs at ECD centres including developing literacy programmes for children and parents at ECD centres. 	19 days	26 September	11%
<p>Deliverable #7:</p> <ul style="list-style-type: none"> • A parenting programme report round 3. • Monitoring report of HI ECD implementation at ECD centres and one Human Interest Story highlighting parenting programme. • A progress report of ECD literacy programmes implementation. • Draft of government RENJA (Action Plan and Budget) that tracking HI ECD related programme and activities. <p>To produce this deliverable the following tasks will be undertaken:</p> <ul style="list-style-type: none"> • To systematically monitor activities of ECD programme and provide feedback to ensure quality service delivery: 'Parenting programme' and 'Joint monitoring programme'. • Technical support to supervise and monitor HI-ECD activities in ECD centres: learning management and essential services of HI ECD • Providing sound technical expertise introducing creative and inclusive literacy programs at ECD centres including developing literacy programmes for children and parents at ECD centres. 	19 days	25 October	11%

<ul style="list-style-type: none"> Technical support to scale-up HI ECD in planning and budgeting 2025 fiscal year. 			
<p>Deliverable #8:</p> <ul style="list-style-type: none"> A joint monitoring report outlining the progress of ECD centres in implementing educational and non-educational eight essential indicators of HI ECD with combined quantitative and qualitative descriptions. Progress draft of RENJA with the tracking on HI ECD related activities; Two Human Interest Stories on Good Practices at ECD centres highlighting innovative literacy programme and HI ECD implementation. Report and documentation of coordination meeting with UNICEF and government counterparts outlining process, outputs, issues, lessons learned and action points. <p>To produce this deliverable the following tasks will be undertaken:</p> <ul style="list-style-type: none"> To systematically monitor activities of ECD programme and provide feedback to ensure quality service delivery: 'Parenting programme' and 'Joint monitoring programme'. Technical support to supervise and monitor HI-ECD activities in ECD centres: learning management and essential services of HI ECD Technical support to scale-up HI ECD in planning and budgeting 2025 fiscal year. Providing quality input into briefing and reporting documents, as needed. Providing critical review and feedback to government counterparts and UNICEF during program implementation. 	19 days	27 November	11%
<p>Deliverable #9:</p> <ul style="list-style-type: none"> A report of Annual Review Meeting that outlines process, outputs, gaps, lessons learned and way forward. Final RENJA document tagging HI ECD related programme and activities (direct and indirect). Briefing notes and technical papers as inputs to programme reports and other documents when needed. A-10 pages final report outlining achieved deliverables, gaps, lessons learned and way forward. <p>To produce this deliverable the following task will be undertaken:</p> <ul style="list-style-type: none"> To systematically monitor activities of ECD programme and provide feedback to ensure quality service delivery: 'Annual Review Meeting on ECD programme'. 	19 days	27 December	11%

<ul style="list-style-type: none"> • Technical support to scale-up HI ECD in planning and budgeting 2025 fiscal year. • Providing critical review and feedback to ECD centres, government counterparts and UNICEF during program implementation. 			
Total	169 days		
Payment Schedule			
Deliverable	Payment Schedule		
Deliverable #1 and 2: <ul style="list-style-type: none"> • An inception report outlining workplan and timelines. • Report of workshop 'healthy and safe ECD learning environment' outlining process, achieved outputs, challenges and lessons learned. • Monitoring report of ECD kits distribution. • A report of the multi-sectors coordination meeting to socialize HI ECD outlining process, outputs and action points. • A Report of workshop 'foundational skills and school transition' outlining process, achieved outputs, challenges and lessons learned. • Monitoring report on ECD kits utilization. • First draft of the HI ECD Bupati regulation. • A report of the coordination meeting with UNICEF and government counterparts that outlines process, outputs and action points of the meeting. 	22%		
Deliverable #3 and 4: <ul style="list-style-type: none"> • Report of workshop 'foundational skills and school transition' outlining process, achieved outputs, challenges and lessons learned. • Second draft of HI ECD Bupati regulations and draft of HI ECD task force. • Baseline study highlights outlining process, outputs, gaps and solutions. • Documentation and a visit report outlining process, activities, lessons learned. • Report on the training of Quality ECD to ECD teachers and principals outlining achieved outputs, challenges, lessons learned and recommendation (Rote Ndao). • Refined draft of HI ECD Bupati Regulation and task force after public consultation. • Monitoring report of HI ECD progress of implementation with quantitative and qualitative analysis on HI ECD eight essential indicators progress (Rote Ndao). 	22%		

Deliverable #5 and #6: <ul style="list-style-type: none"> Report on the training of Quality ECD to ECD teachers and principals outlining achieved outputs, challenges, lessons learned and recommendation (West Manggarai). Final draft of HI ECD Bupati Regulation and HI ECD task force. An updated report on ECD parenting programme's round 1. A report on the HI ECD task force strengthening workshop outlining process, outputs, lessons learned and action points (Rote Ndao). An advocacy report outlining budget tracking of HI ECD-related programme and activities on the government plan and budgeting draft. An updated report on the parenting programme round 2. A report outlining ECD centres' programme and activities to promote literacy among children's parents. 	22%
Deliverable #7 and #8: <ul style="list-style-type: none"> An updated report on the parenting programme round 3. Monitoring report of HI ECD implementation at ECD centres and one Human Interest Story highlighting parenting programme. A progress report of ECD literacy programmes implementation. Draft of government RENJA (Action Plan and Budget) that tracking HI ECD related programme and activities. A joint monitoring report outlining the progress of ECD centres in implementing educational and non-educational eight essential indicators of HI ECD with combined quantitative and qualitative descriptions. Progress draft of RENJA with the tracking on HI ECD related activities; Two Human Interest Stories on Good Practices at ECD centres highlighting innovative literacy programme and HI ECD implementation. Report and documentation of coordination meeting with UNICEF and government counterparts outlining process, outputs, issues, lessons learned and action points. 	22%
Deliverable #9: <ul style="list-style-type: none"> A report of Annual Review Meeting that outlines process, outputs, gaps, lessons learned and way forward. Final RENJA document tagging HI ECD related programme and activities (direct and indirect). 	11%

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<ul style="list-style-type: none"> • Briefing notes and technical papers as inputs to programme reports and other documents when needed. • A-10 pages final report outlining achieved deliverables, gaps, lessons learned and way forward 	
<p>Minimum Qualifications required:</p> <p><input checked="" type="checkbox"/> Bachelors <input type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Other</p> <p>Enter Disciplines:</p> <p>A University Degree in education, psychology, sociology, or other social science field is required. Master Degree is preferable.</p>	<p>Knowledge/Expertise/Skills required:</p> <ul style="list-style-type: none"> • A University Degree in education, psychology, sociology, or other social science field is required. Master Degree is preferable. • A minimum of 5 years of professional experience in early childhood development, social development planning and management in education and related areas at the international and/or in a developing country is required. • Relevant experience in education and related areas, program/project development and management in East Nusa Tenggara Province and in a UN system agency or organization is an asset.