

TERMS OF REFERENCE

SHORT TITLE OF ASSIGNMENT

Technical Assistance to the Mid Term Review of the Solomon Island National Education Action Plan (NEAP) 2022-26

BACKGROUND

The Solomon Islands Government, through the Ministry of Education and Human Resources Development (MEHRD), launched the NEAP 2022-26 in May 2022. The plan serves as a medium-term framework guiding educational initiatives over the next five years. The NEAP responds to the higher-level Education Sector Framework (ESF), broader Solomon Islands National Development Strategy and the regional and global mandates of the Pacific Regional Education Framework (PacREF) and SDG 4. Work to implement the NEAP has progressed however, challenges including delays in the approval of the new Education Act 2023 and the outbreak of COVID-19 have impacted the implementation and achievements. Consequently, the MEHRD seeks to urgently conduct a Mid-Term Review of the Plan to assess progress; reorient strategies as necessary for the remaining period of this NEAP and give an indication as to priorities and strategies for the final period of the ESF which finishes in 2030.

OBJECTIVE / SCOPE OF WORK

The purpose of the Mid-Term Review (MTR) is to assess the effectiveness and efficiency of the implementation of the National Education Action Plan (NEAP) 2022-2026 to date. The review will focus on evaluating progress in achieving the three intermediate goals of the NEAP and their corresponding priorities: I. To achieve equitable access to education. II. To improve the quality of education. III. To manage and monitor resources efficiently and cost-effectively.

The objective of the proposed consultancy is to deliver a comprehensive review of MEHRD NEAP 2022-26 to date with consideration to its:

- Implementation: efficient and sustainable implementation,
- Outcomes: effectiveness and relevancy (the linkages to NEAP indicators and the ESF)
- Financing: budget and utilisation,
- Enabling environment for success: supporting MEHRD policies, implementation and review, and
- Its contribution to education and broader development plans in the Solomon Islands.

The consultant will provide technical leadership to a NEAP review team comprising members from MEHRD and relevant partners in carrying out the review process. The review will adopt a tok-stori approach with stakeholders, encouraging open dialogue and contributions to capture opinions, success stories, challenges and solutions. Pacific Guidelines on consultation – including the Tok Stori approach - are available to support the consultant gain an understanding of this. Dedicated MEHRD staff will be available to support the consultant in the consultations with stakeholders under the overall leadership of MEHRD planning unit.

The mid term review process is expected to lead to a report that includes detailed, descriptive and diagnostic analyses of implementation, outcomes and enabling environment of the NEAP to date. The scope of the technical assistance will be to work with the relevant staff of MEHRD to achieve the following:

- A desk review of all documents relating to the plan and its implementation, analysis of relevant available data to be able to identify strengths and challenges in the implementation and achievement of targets including the enabling environment

- Facilitation and documentation of a consultation series for identified stakeholder groups on the implementation and achievement of targets in the current NEAP
- Draft and finalise the NEAP MTR report summarizing overall findings on implementation and outcomes of the plan with recommendations for consideration in the remaining years of implementation with a presentation on the final report developed for the MEHRD to use in dissemination.

The inclusion of SITESA priorities in the NEAP review is still under consideration. The resulting document should be clear and concise; audience-friendly and lend itself to easy comprehension, quick reference and use in planning for the remaining NEAP period and beyond.

ACTIVITIES, DELIVERABLES AND TIMELINES, PLUS PAYMENT SCHEUDLE PER DELIVERABLE

ACTIVITY	DELIVERABLES	ESTIMATED TIME TO COMPLETE	PAYMENT (%)
<i>A desk review of current plan and related documents/data. A brief inception report including the development of a consultancy timeline and initial overview of report structure in collaboration with MEHRD and UNICEF and consultation process</i>	Desk review (with brief inception report)		
<i>Data analysis completed, consultations supported and synthesised as required. Draft MTR reports developed and presented back to MEHRD and contributing stakeholder representatives for feedback.</i>	Draft MTR Report		
<i>Integration of feedback and finalization and support to validation of MTR report.</i>	Final report Presentation for dissemination		
		70 days	TOTAL 100%

QUALIFICATIONS, SPECIALIZED EXPERIENCE AND ADDITIONAL COMPETENCIES

Bachelors Masters PhD Other

An advanced University degree (Masters) in policy, management, strategy, education, or relevant fields.

- A minimum of 10 years experience in organisational development, strategy or policy coordination within the public sector education
- Experience in education planning, policy and monitoring and evaluation suitable for the Solomon Islands context;
- Demonstrated understanding of effective education systems in diverse contexts and practical experience in education policy development and implementation, including monitoring and evaluation and financial execution
- Demonstrated understanding of cross-cutting development issues, particularly in relation to equitable service delivery
- Experience working in developing countries, preferably in the Pacific and able to work effectively with local counterparts in the Ministries and education stakeholders as demonstrated by experience building and maintaining cross-cultural relationships, with a clear

- understanding of when to lead and when to allow others to lead
- Easily comprehended written style and excellent analytical skills;
- Ability to share ideas, concepts and experiences in education analysis and review as well as coordinate multiple complex activities and take a collaborative approach in achieving success;
- Able to demonstrate commitment to teamwork, coaching and mentoring, patience, flexibility, resilience and problem-solving skills
- High level ICT proficiency

CONDITIONS OF WORK AND CLARIFICATION ON SUPERVISION

Day to day supervision in country, particularly during the review of desk analysis, interviews and consultations, will be through the Strategic Support Division of MEHRD in close collaboration with UNICEF Solomon Islands and Pacific offices. Regular briefings with the MEHRD are expected during the consultancy. Approximately 30 days of in-country work is expected with this consultancy primarily within MEHRD and UNICEF office as required with remote work either side for initial desk review and final drafting. When working remotely, regular meetings with both MEHRD and UNICEF Education Specialist will be expected to ensure work is on track and to plan for future activity or address any emerging issues. All deliverables will be approved by the relevant MEHRD officer and the Chief of Education, UNICEF Pacific.

ADMINISTRATIVE ISSUES

- 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.
- No contract may commence unless the contract is signed by both UNICEF and the consultant/ contractor.
- Consultant/Contractor will be required to complete mandatory online courses (e.g. Ethics, Prevention of Sexual Exploitation and Abuse and Security) upon receipt of offer and before the signature of contract.

GUIDANCE FOR APPLICANTS

- Please submit a brief technical proposal with any relevant previous work materials along with a **separate financial offer** along with your application and CV. The financial proposal should be a **lump sum amount for all the deliverables** and should show a break down for the following:

- Monthly / Daily fees– based on the deliverables in the Terms of Reference above
- Travel (economy air ticket where applicable to take up assignment and field mission travel)
- Living allowance where travel is required
- Miscellaneous- to cover visa, health insurance (including medical evacuation for international consultants), communications, and other costs.