United Nations Children's Fund
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for every child

CONSULTANCY - TERMS OF REFERENCE

Title: Edtech Sourcing Consultant

Division: Global Learning Innovation Hub, UNICEF Office of Innovation, Helsinki, Finland
Duration: 12 months, full-time
Duty Station: Helsinki

Advertising summary

The UNICEF Global Learning Innovation Hub is seeking a consultant to bring business and venture investment lens into building a portfolio of world-class EdTech tools that have the potential to transform the learning outcomes of 100+ million children. An ideal candidate has a digital business background as well as an understanding of the complex contexts where UNICEF works. This position will support the sourcing, due diligence and selection of EdTech tools, engaging closely with edtech innovators, UNICEF's Country Offices, pedagogy experts and designers. They will also be involved in supporting the portfolio management of the Learning Innovation Hub's edtech portfolio, the Blue Unicorn Farm.

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Child Safeguarding

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

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UNICEF works in some of the world's toughest places, to reach the world's most disadvantaged children. To save their lives. To defend their rights. To help them fulfill their potential.

Across 190 countries and territories, we work for every child, everywhere, every day, to build a better world for everyone.
And we never give up.

For every child...innovate

UNICEF has a 70-year history of innovating for children. We believe that new approaches, partnerships and technologies that support realizing children's rights are critical to improving their lives.

The **Office of Innovation** is a creative, interactive, and agile team in UNICEF. We sit at a unique intersection, where an organization that works on huge global issues meets the start-up thinking, the technology, and the partners that turn this energy into scalable solutions.

UNICEF's Office of Innovation creates opportunities for the world's children by focusing on where new markets can meet their vital needs. We do this by:

- Connecting youth communities (or more broadly -- anyone disconnected or under-served) to decision-makers, and to each other, to deliver informed, relevant and sustained programmes that build better, stronger futures for children.
- Provoking change for children through an entrepreneurial approach -- in a traditionally risk averse field -- to harness rapidly moving innovations and apply them to serve the needs of all children.
- Creating new models of partnership that leverage core business values across the public, private and academic sectors in order to deliver fast, and lasting results for children.

  The Office of Innovation specifically looks to form **partnerships around frontier technologies** (like drones and UAVs, blockchain, 21st century skills, urban technologies, new banking tools, wearables and sensors, or 3D-Printing) that exist at the intersection of $100 billion business markets and 1 billion person needs – and to identify how they can grow and scale profitably and inclusively.

Our team

We're an interdisciplinary team around the world tasked with identifying, prototyping, and scaling new technologies and practices. With our partners, we focus on convening and collaborating on new and different solutions, low- and high-tech, by:
- **Looking** at the 2–5-year horizon to evaluate emerging and trending technologies and to see how UNICEF can work with the private sector on doing better business while improving essential services for children;
- **Investing** in early-stage solutions that show great potential to positively impact children in the 02-year future including the Venture Fund that invests in open-source technology solutions from start-ups based in UNICEF's programme countries;
- **Identifying** proven solutions that can be implemented at national scale in multiple countries – taking the ideas that help thousands in one country, bringing them to dozens of countries across multiple sectors, and impacting the lives of millions of children."

The **Learning Innovation Hub** within OOI has recently been established in Helsinki with the mission to radically transform education around the world by making it a wonderful adventure for every child. The Hub contributes to UNICEF's Reimagine Education initiative and has the bold ambition to become a global "home for the architects of the future of learning" and help solve the learning crisis as well as imagine and develop alternative learning futures for all children.

How can you make a difference?

Key outputs of this consultancy position are:

The EdTech Sourcing Consultant will play a pivotal role in strengthening the UNICEF Global Learning Innovation Hub's efforts to transform the learning outcomes of children through the strategic curation of

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a world-class EdTech portfolio.

The key outputs of this consultancy encompass coordinating the UNICEF EdTech Award selection process, executing a robust sourcing strategy for the Blue Unicorn Farm portfolio, and facilitating due diligence processes. Additionally, the consultant will contribute to continuous landscape research, maintaining a comprehensive innovator database, and aligning potential solutions with the Learning Innovation Hub's EdTech Portfolio Problem Statements. The outputs include a curated list of judges for the EdTech challenge, a diverse pipeline of high-quality EdTech solutions, and a well-managed database of cutting-edge innovators in the EdTech space, ensuring the Learning Cabinet and Blue Unicorn Farm are equipped with innovative and impactful solutions.

Your main responsibilities will be:
1. Detailed responsibilities / deliverables.

- Coordinate the UNICEF EdTech Award selection process
- Support the sourcing strategy to the Blue Unicorn Farm portfolio of the Learning Innovation Hub to ensure diverse and high-quality pipeline EdTech solutions
- Provide support to the application and due diligence process for the Blue Unicorn Farm
- Support the research and analysis for the Learning Cabinet, Learning Innovation Hub's edtech challenges and calls for applications for the "Blue Unicorn Farm"

Description of assignment

	Deliverables/Outputs	Tasks	Delivery deadline	% of payment/ Estimated combined working days
1	**Coordinate the UNICEF EdTech Award selection process (with XTC or similar partner)**	- Based on the EdTech4Good Framework, develop selection criteria and process for shortlisting - Develop list of judges with diverse expertise in the fields of education, technology, and innovation., manage outreach and invitations to judges - Serve as the main focal point for day-to-day management of the EdTech Award with the challenge partner organization - In collaboration with OOI and LIH comms, support the outreach to potential networks to source solutions to apply to the award - Conduct the initial longlisting of solutions (basic eligibility criteria) - from hundred(s) of solutions to 30-40 long-listed - Coordinate the shortlisting process with the LIH team – from long-list to 10 finalists - Coordinate the logistics of a final pitch session,	Months 1-4	20%

		including liaising with judges, with shortlisted innovators, and the challenge partner organization's team - Support the coordination towards the winner announcement at the challenge partner's event, including supporting logistics for the participation of selected companies, UNICEF's logistics at the event site, etc - In coordination with the LIH and challenge partner organization's comms, design and coordinate up to 2-3 engagement opportunities that provide value to the finalists (for example visibility, mentorship sessions, etc)		
2	**Support the sourcing strategy to the Blue Unicorn Farm portfolio of the Learning Innovation Hub to ensure diverse and high-quality pipeline EdTech solutions**	- Contribute to the design of the sourcing strategy of the Blue Unicorn Farm and the Learning Cabinet o Sourcing strategy document, including target technologies, challenges and problem areas, regions, sourcing p artnerships, KPIs, aligned to maximize return on investment + impact. - Identify potential partners across new networks, accelerators, thought leaders, entrepreneurial ecosystems, UNICEF's Country and Regional Offices and other relevant stakeholders to support the search and selection of new cutting-edge solutions in the EdTech and Learning Innovation spaces	Months 2-6 and ongoing	30%

		- lists of potential partners
		- Outreach materials (emails, marketing materials about opportunity) drafted
		- Outreach to partners – email outreach and phone calls
		- engagement with new leads
		- Direct outreach to edtech innovators at edtech events, networks, and through partners
		- Support the measuring and tracking the results of the Learning Innovation Hub in the area of sourcing and selection
		   o System to track results towards KPIs
		   o Data recorded and tracked		

3	**Provide support to the application and due diligence process for the Blue Unicorn Farm**	- Support the management of the application and due diligence process to select new edtech innovators to the Blue Unicorn Farm o Coordinate initial long-listing, including inputs from internal and external stakeholders - Revise and update necessary systems such as eligibility criteria, application platform, forms, templates, KPIs, tracking dashboards, etc - Support the documentation of key insights, metrics and other data of solutions being considered	Months 4-8	30%
4	**Support the research and analysis for the Learning Cabinet, Learning Innovation Hub's edtech**	- **Continuous Landscape Research:** Conduct ongoing research on the evolving digital learning landscape, focusing on	Ongoing	20%

challenges and calls for applications for the "Blue Unicorn Farm"	emerging trends, technologies, and innovative solutions within the EdTech sector. - Regularly update a comprehensive database of potential EdTech solutions, ensuring alignment with the criteria set by the Learning Cabinet and the Blue Unicorn Farm. - **Criteria-Driven Exploration:** Apply the defined criteria from the Learning Cabinet and the Blue Unicorn Farm to curate a list of potential solutions that directly address the identified problem statements within the Learning Innovation Hub's EdTech portfolio. - Regularly review and refine the criteria based on insights gained from ongoing research and engagement with key stakeholders.	Months 1-3 and 10-12	

To qualify as an advocate for every child you will have…

- An advanced university degree in one of the following fields is required: business, finance, entrepreneurship, business administration, digital business or relevant field .
  A first University Degree in a relevant field combined with 2 additional years of professional experience may be accepted in lieu of an Advanced University Degree.
- Substantial experience (at least 5 years) in business development, venture investment, or a similar role, with a focus on edtech or technology-driven solutions.
- Experience in sourcing and evaluating innovative solutions, ideally for educational challenges, is essential.
- Experience in managing large scale application, selection and contracting processes for projects, investments or grants is desired
- Experience in conducting research, particularly market research, desired
- In-depth knowledge of the global edtech ecosystem, trends, and emerging technologies, with a proven track record of identifying and selecting successful edtech solutions is an asset
- Experience of working in complex, resource poor contexts is a plus.
- Strong written and verbal communication skills required, including external representation and presentations, facilitation of networks of communities.
- Fluency in English is required. Knowledge of another official UN language (Arabic, Chinese, French, Russian or Spanish) or a local language is an asset

Travel:
- The consultant may be expected to travel, details will be agreed upon with the supervisor, and travel costs will be covered separately per UN's travel policy.
- The consultant is responsible for arranging his/her own travel, including visa and travel insurance.

Payment details and further considerations
- Payment of professional fees will be based on the 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.

How to apply:
- Interest applicant is required to submit a financial proposal with all-inclusive fee. Please see the financial proposal template.
- **Applications without a financial proposal will not be considered.**

For every Child, you demonstrate…

UNICEF's values of Care, Respect, Integrity, Trust, Accountability, and Sustainability (CRITAS).

To view our competency framework, please visit here.

UNICEF is here to serve the world's most disadvantaged children and our global workforce must reflect the diversity of those children. The UNICEF family is committed to include everyone, irrespective of their race/ethnicity, age, disability, gender identity, sexual orientation, religion, nationality, socio-economic background, or any other personal characteristic.

UNICEF offers reasonable accommodation for consultants/individual contractors 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.

UNICEF has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations and UNICEF, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination. UNICEF also adheres to strict child safeguarding principles. All selected candidates will be expected to adhere to these standards and principles and will therefore undergo rigorous reference and background checks. Background checks will include the verification of academic credential(s) and employment history. Selected candidates may be required to provide additional information to conduct a background check.

Remarks:

Only shortlisted candidates will be contacted and advance to the next stage of the selection process.

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.