

**TERMS OF REFERENCE
UNICEF KIRA**

Programme/Project Title:	ECD
Consultancy/Services Title:	Technology for Development (T4D) support to deployment of the Parent Buddy App and Learning Passport Global Platform in Kyrgyzstan.
Consultancy Mode:	National <input checked="" type="checkbox"/> International <input type="checkbox"/>
Type of Contract:	Consultant <input type="checkbox"/> Individual Contractor <input checked="" type="checkbox"/> Institutional <input type="checkbox"/>
Mode of Selection:	Competitive <input checked="" type="checkbox"/> Single Source <input type="checkbox"/>
Duration of Contract:	From: 1 February 2021 to 15 January, 2022

Objective/purpose of the consultancy/services

National Consultant will be responsible for supporting technical development of the Parenting App and Learning Passport platform.

Background

UNICEF's work on early childhood development recognizes that every young child needs nurturing care, good health, optimal nutrition and a stimulating and safe environment that offers plenty of support for early learning. To ensure the best start in life for their children, families need some support. But some vulnerable families, who face additional challenges such as poverty, disability or social exclusion, need more help than others. Typically, support is provided through various services in health, education and child protection sectors and through the interaction of children and parents with ECD service providers but such support is not always sufficient and is particularly impacted by the recent outbreak of COVID-19.

In order to support parents to receive timely and quality guidance even when direct contact with service providers is not possible and to overcome barriers in access to digital solutions, UNICEF initiated the development of a mobile parenting app, the 'Parent buddy'. The cornerstone of the system is a mobile application which was developed with an aim to support responsive, positive parenting. Its aim is to provide information about early childhood development and parental care in a parent-friendly format and to encourage parents to apply guidance and provide nurturing care at home and to apply it in everyday practices. Parent Buddy also supports dissemination of targeted messages and information on how to prevent and protect children from COVID-19. The mobile application can also be used by service providers as a resource in their work with parents and as a tool for building trustworthy relationships and a partnership for the benefit of young children.

Parent Buddy contains wide assortment of articles and videos grouped under thematic categories of Play and Learning, Nutrition and breastfeeding, Responsive parenting, Safety and protection, Health and wellbeing, Parental wellbeing.

The mobile application is using the information on child's date of birth, gender, season of the year and other information entered by a parent to recommend suitable content and tailored guidance.

An important feature of this mobile application is to adequately support the most vulnerable parents, in terms of the navigation modalities, off-line operability and selection of the core content.

The app is developed based on a prototype developed by UNICEF Serbia. In order to deploy the app in Kyrgyzstan, the content needs to be translated and adapted to be aligned with the contextual and cultural

specificities and program priorities of Kyrgyzstan in collaboration with the Ministry of Education and Science, the Ministry of Health and the Ministry of Labor and Social Development.

Another digital solution is the “Learning Passport”, which is supported by UNICEF and delivered through a partnership with Microsoft, Cambridge University, and supported by the Boston Consulting Group. The Learning Passport has been established to 1) provide local, contextualized education content with a supplementary library of global resources, mapped together via research by Cambridge; and 2) provide a platform to provide this content to children and youth online or offline, via a platform being developed by Microsoft and with an individualized record of learning for each user, that is portable across physical and digital borders. The Learning Passport, as an extraordinary emergency response, will create country-level sites available on request in order to make access to curriculum and learning materials available for students with connectivity at home. While the platform has primarily been used to date for older students (primary to adolescence), the platform will be adapted in Europe and Central Asia region to support preschool age children, their caregivers, and their teachers to ensure age appropriate and quality early learning.

The envisioned digital platforms aim to enhance continued engagement with families and parents on learning at home by providing practical resources and materials that can be applied in home settings. Its second aim is to strengthen professional development opportunities and facilitate collaboration between preschool educators and other staff on sharing ideas, best practices and activities that can be implemented in kindergartens. Ultimately, the digital preschool platforms should support building and strengthening of a national community of practice between parents, teachers and children, with shared principles around early learning and development.

UNICEF seeks to contract a national consultant who will support the process of technical development and use of the Parenting App and Learning Passport platforms in Kyrgyzstan in close collaboration with the Ministry of Education and Science.

In consultation and collaboration with the UNICEF ECD Officer, guidance of the Learning Passport Lead Consultant, and in close cooperation with Head of the Ministry of Education IT Department the National Consultant will be required to undertake the following tasks:

1. Technical assistance for deployment of the Parenting App and Learning Passport:

- Provide ongoing support and technical assistance for deploying Parenting App and Learning Passport.
- Support testing of Learning Passport in terms of functionality and suitability and provide feedback and oversee bug fixing process.
- Provide support to the Lead Consultant in developing programme design.
- Provide technical support and advise to Country Office and the Ministry of Education in procuring digital content services (e.g. curation, digitization, localization, production) and quality assuring deliverables from a digital perspective.
- Provide support to Lead Consultant on complementary ICT for learning and EdTech tools that could be integrated to support Parenting App and Learning Passport related technology efforts.
- Provide support the digitization of early childhood education, formal learning, and other non-formal learning modules and their deployment through the Parenting App and Learning Passport platforms.
- Map features of the Parenting App and Learning Passport requiring adaptation and alternative digital solutions that can be integrated.
- Analyze data populated through Learning Passport platforms and monitor uptake and performance of digital solutions.

2. Support coordination with national stakeholders:

- Work with the Learning Passport program team to design and develop Parenting App and Learning Passport compliant e-learning content. Develop instructor guides, student guides, and Microsoft PowerPoint presentations.
- Document information on the outcome of the Parenting App and Learning Platforms.
- Provide inputs and support the drafting of reports.
- Support the process of ensuring Parenting App and Learning Passport can support low connectivity areas across country, exploring engagement with Mobile Network Operators and Regulatory authorities, and solutions for offline content accessibility.
- Capacity building for stakeholders on Parenting App and Learning Passport.

3. Other duties upon request and upon mutual agreement related to the consultancy objective.

Deliverables and schedule

December 15, 2020 – November 30, 2021.

		Feb 2021	Mar 2021	Apr 2021	May 2021	Jun 2021	Jul 2021	Aug 2021	Sep 2021	Oct 2020	Nov 2021	Dec 2021	Jan 2022
1	Defining the overall goals, objectives, and vision for the national platform in partnership and discussion with government and key stakeholders												
2	Facilitate a rapid assessment of effective digital preschool platforms and features that can be considered, compiles relevant examples, to support decision making and reflection at CO level.												
3	In consultation with MOES and UNICEF define user groups, phases and starting points of the project.												
4	Training on CSM functionalities to key personnel engaged in app deployment is provided												
5	In partnership with CO and MOES, chart a plan for content compilation, define scope of content and framework for the way content will be presented.												
6	Provide support in setting up of the country-specific workspace and access through country specific webpages.												
7	Management and coordination of the content review, adaptation and upload.												

	This will include use and adaptation of the Parenting Application content and making linkages in between two platforms.												
8	With support and guidance of LP team and in partnership with CO, support in the development of country site, the piloting of content upload, testing of sites by users before going live.												
9	Technical assistance and leadership in deployment of the LP at the country level.												
10	Support provided to UNICEF RO and CO to document LP process and activities, as well as to summarize lessons learned.												
11	Final report on in-country activities under LP and Parenting APP.												
12	Follow-up technical support, activities and processes, as necessary, beyond the LP and Parenting APP, to further strengthen ECD/EECE												
13	Monthly Briefs												
14	Quarterly briefs to UNICEF												

Reporting and supervision

The consultant will report to and supervised by ECD Officer in consultation with Learning Passport Lead Consultant with the UNICEF Communication Unit, CP Unit, H&N Unit and Gender Officer.

Qualification/level requirements

Education:

- University degree in Information Systems Management, ICT Management, International Development, Education, Digital Education, Instructional Design, Digital publishing, Engineering, Computer and other relevant sciences.
- Advanced degree is considered as an asset.

Experience:

- At least three (3) years of professional work experience in Technology for Development (T4D) and/or information system development, including mobile and web-based applications, with manifested capacity to manage programmes involving many stakeholders.
- Specific experience on ICT for learning or digital learning is an advantage.
- Working experience with instructional design, digital publishing or e-learning platform configuration, digital learning design or relevant area.
- Good technical understanding and familiarity with information management systems.
- Proven experience on capacity building;
- Knowledge of Teams, SharePoint, GitHub, Trello, Jira and Aha is considered as an asset.

- Previous work experience with UN/UNICEF or other international organization would be considered as an advantage.

Language:

- Excellent English and Russian communication skills, both oral and written in English, Russian
- Fluency or advanced knowledge of Kyrgyz languages highly desired.
- Consultant should be at ease in presentations and meetings with different high-level stakeholders and officials.

Other competencies:

- Excellent communication abilities, in both written and oral forms.
- Must have strong skills in business analysis and technical project management.
- Basic understanding of set-up and administration of ICT services, networks and mobile services.
- Analytical and conceptual thinking.
- Demonstrated ability and experience in coordination, and ability to work under pressure is required.
- Demonstrated ability to work in a multicultural environment and to establish harmonious and effective relationships both within and outside the organisation, more specifically with Ministry of Education and other education institutions.

Duty station and official travel involved

Duty station is Bishkek. No travel is foreseen within this assignment.

Duration

11,5months – From 1 February, 2021 to 15 January , 2022

Payment terms

The applicant should indicate their preferred monthly rate in their cover letter. The Consultant will be selected based on the “best value for money” approach within a technical qualification framework. UNICEF will affect payments for the services monthly upon acceptance of submitted assignment reports outlining the progress towards achievement of planned activities and deliverables. Consultant will be home and office based and needs to have access to their own computer and communication devices.

*Note: In all cases, consultants may only be paid their fees upon satisfactory completion of services. In such cases where payment of fees is to be made in a lump sum, this may only be payable upon completion of the services to UNICEF's satisfaction and certification to that effect, and any advance on the lump sum may not exceed 30% of the fees. In such cases where payment of fees is to be made in installments, the final installment may **not** be less than ten per cent (10%) of the total value of the contract and will only be payable upon completion of the services to UNICEF's satisfaction and certification to that effect.*