

## UNICEF China Terms of References For Consultant Recruitment

**Job Title of Consultant:** ECD project consultant

**Requesting Section:** Education section

**Supervisor:** Education Officer, Education Section

### **Background of Request for Consultancy:**

For new China Programme 2021-2025, Early Childhood Development (ECD) is one of UNICEF China's priorities, that we aim to reach more children and families and support them with scientific parenting skills and knowledge. The outcomes in Education Section set for ECD is: By 2025, more boys and girls, especially the most disadvantaged, are adequately prepared to start school and are learning and acquiring skills in an inclusive, healthy and safe environment.

To achieve the above outcome, the Education Section has successfully secured funding from LEGO, to support ACWF<sup>1</sup> to scale up the Community-based family support services for early learning and responsive care for children aged 0–6 years; the proposed project seeks to engender positive behaviour change among caregivers to better support child development. This includes Learning through Play (LtP<sup>2</sup>), and the development of sustainable systems for scalable community-based family support (CBFS) services. In partnership with ACWF, and building on past project work and learnings from the LEGO Foundation-supported projects, the project will entail working closely with local government, university experts, childcare service providers, communities and families to improve CBFS services. It will employ a sustainable capacity development model, whereby cascade training and on-line support will be provided to practitioners, combined with the provision of play materials and online demonstration and mini classes to guide local practitioners.

Expected outputs/deliverables of the proposed project:

1. Resource development: Package of resources to support early learning and responsive care (ELRC) at the community level developed and available for replication and potential scale-up.
2. Building sustainable national and provincial support systems for CBFS services: National and provincial expert teams have improved knowledge of and competencies in ELRC to promote LtP
3. Strengthened family-support services in communities: Service providers in selected communities are better able to provide quality ELRC support to children aged 0–6 and their caregivers, including by helping caregivers improve their playful parenting skills
4. Advocacy for replication and scaling-up: Documented evidence and lessons learned are disseminated to influence decisions for wider scale-up and contribute to the development of national family education legislation.

The Education section ECD team therefore requires a consultant with early learning technical expertise, who can provide technical support to ACWF and China National Children's Centre (CNCC) to build sustainable national and provincial support systems for CBFS services and support in delivery the above expected result.

### **Purpose of Activity/Assignment:**

The purpose of this consultancy is to provide technical advice and support to build sustainable national and provincial supporting systems for CBFS services by working with ACWF to develop and delivering training plan to promote learning through play and responsive care, Major tasks

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<sup>1</sup> All China Women's Federation

<sup>2</sup> Learning through Play

include:

Provide technical consultations and inputs to training plan to ACWF and CNCC on the newly developed training manual protocols and methods of the training workshop. e.g., the overall training planning across 10 project provinces, coordinating with CNCC and provincial Women's Federation to implementing the training plan.

- Work with national and provincial expert teams to conducting regular on-site technical support to all project sites to ensuring CBFS center's service qualities.
- Support and coordinate with ACWF, CNCC and research team to conducting endline survey.
- Provide comments and advice to documentation of project practices and policy briefs on the impact of community-based ECD for children aged 0-6 in China.

Projects/activities	Deliverables	Number of working Days (estimated)	Due Date
Facilitate consultative meetings with ACWF and CNCC and provide technical inputs for training plans based on newly developed training manual protocols and methodology of the training workshop. e.g., the overall technical design, planning and execution and quality assurance of the training program with UNICEF implementing partner ACWF, Women's Federation at provincial level and technical partner CNCC.	<ul style="list-style-type: none"> <li>• Training plan for 10 provinces developed, implemented and monitored.</li> <li>• Consultations with and technical support to all the 10 project provinces in devising the operational strategy provided and technical reports prepared.</li> <li>• Quality assurance of trainings across project provinces provided (include national and provincial trainings) and reports prepared.</li> </ul>	70 days (10 days/month)	30 <sup>th</sup> June 2024
Provide technical support to national and provincial expert teams to conducting regular on-site technical support to all project sites to ensuring CBFS center's services are quality assured.	<ul style="list-style-type: none"> <li>• Technical support to UNICEF implementing partners on protocol, indicators and guidelines on the On-Site visit and support the CBFS centers developed, implemented and reports prepared.</li> </ul>	70 days (5 days/month)	30 <sup>th</sup> August 2024
Technical inputs and support to ACWF, CNCC and the research team to conducting endline survey.	<ul style="list-style-type: none"> <li>• End line survey TOR developed.</li> <li>• Technical review of the proposal and feedback completed.</li> <li>• End-line survey report reviewed, technical feedback provided, and report finalized.</li> </ul>	30 days	31 <sup>st</sup> May 2024
Provide technical inputs for the documentation of project best practices and policy briefs on the impact and promotion of community based ECD for children aged 0-6 in China.	<ul style="list-style-type: none"> <li>• Policy brief finalized</li> <li>• Project best practice documentation finalized</li> </ul>	60 days	30 <sup>th</sup> August 2024

#### **Deliverables & Timeframe:**

#### **Expected Output:**

- Completion and submission of deliverables as per the expected standard and quality, as assessed by the supervisor, is a prerequisite for payment of the consultation fee. UNICEF reserves the right to adjust or withhold payments for late deliverables or for deliverables not meeting the expected quality. Should the deliverables not meeting the expected quality, revisions shall be undertaken with no additional costs.
- The exact number of working days needed and the deadlines for each of the deliverables may be further discussed, amended and agreed between UNICEF and the Consultant, if required.
- Confidentiality: The documents produced during the period of this consultancy will be treated as strictly confidential, and the rights of distribution and/ or publication will reside solely with UNICEF.

**Methodology**

The consultant is expected to complete the above tasks by closely working with the supervisor who is the overall lead of the 'Community-based family support services for early learning and responsive care for children aged 0–6 years' project. The consultant is not required to sit in the office daily but will need to be on-site as required.

**Start Date:** 10<sup>th</sup> July 2023

**End Date:** 30<sup>th</sup> August 2024

**Total working days estimated: 230 days**

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**Consultancy Requirements:**

- **Minimum Academic Qualifications required and disciplines:**

- University degree to graduate in ECD or related field, such as Education or Child Development.

- **Knowledge/Experience/Expertise/Skills required:**

- Experience in implementing or managing ECD project
- Background and expertise in conducting trainings for frontline workers
- Experiences in conducting survey or research
- Experience in communication and advocacy
- Fluency in written and spoken English and Chinese
- Ability to work under tight deadlines and independently
- Ability to work in international and multicultural environment, and to work with cultural sensitivity.
- Proficiency in the use of Microsoft Office software.