



## CONSULTANCY - TERMS OF REFERENCE

# Giga Data and Country Coordination Officer

*Division: Office of Innovation*

*Duration: 12 months*

*Duty Station: Remote*

### Advertising summary

We are seeking an experienced Country Office support specialist to join Giga, an initiative to connect every school in the world to the Internet and every young person to information, opportunity and choice. The Data and Country Coordination Officer will work within the Giga Global Country Engagement team and closely with the Giga Mapping team to support UNICEF Country Offices in initiating Giga and to coordinate the receipt of accurate and clean school location and connectivity data from the governments.

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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...

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.

UNICEF and ITU have launched “**Giga**”, a new initiative to connect every school to the internet, and every young person to information, opportunity and choice. It also serves as a platform to create the infrastructure necessary to provide digital connectivity to an entire country, for every community, and for every citizen.

Providing connectivity to the world remains a challenge. According to the ITU, nearly 3.7 billion people remain unconnected from the internet, and by extension, unconnected to digital products and services that could dramatically improve their lives. Approximately 29% of 18-24-year-olds, most of them in Sub-Saharan Africa, do not have digital access (~360m people) and thereby lack access to the same information, opportunity and choice as their more-connected peers. Unless things change, a big part of this rapidly growing group of young people is in danger of being left behind, excluded from the modern digital world.

Closing the digital divide requires global cooperation, leadership, and innovation in finance and technology. Giga leverages data, innovative finance and new technologies to bring the power of meaningful connectivity to fast-track young people's access to educational resources and opportunities.

### How can you make a difference

Under the leadership of the Country Engagement Adviser, the Officer will coordinate engagement with UNICEF Country Offices and, where relevant, other national stakeholders, for implementation of Giga in priority countries. This includes acting as the liaison between the Country Offices and the Giga Mapping team, coordinating data and mapping activities at the country level, ensuring reception of quality and completeness of school location and connectivity data and engagement of relevant stakeholders, tracking and coordinating Giga in-country implementation on an ongoing basis.

The Country Engagement team supports Country Offices in initiating Giga, technical discussions with the government and developing work plans, develops and provides guidance materials and ensures coordination with partner ITU at HQ and regional levels. The team tracks developments, progress and challenges for Giga implementation in-country, and iterates implementation processes based on lessons learned. The team is currently supporting over 30 Country Offices in all UNICEF regions (most are in East and Southern Africa, Central America and the Caribbean and Central Asia), but the demand for more information and engagement on Giga is growing, and the cohort of countries needing support for Giga implementation is expected to increase over the next few months.

The Officer will provide professional technical and operational support to Country Offices that are interested in or are just initiating Giga. The post will contribute to strengthening the quality of support and guidance materials made available to Country Offices, the coordination of Giga mapping support to Country Offices, reporting of country implementation progress, and the coordination with our partner ITU.

Overall, this position is responsible for:

- Support to Country Offices in their initial requests for support and information on Giga mapping and technology while coordinating with appropriate UNICEF and ITU Regional Offices;
- Support in-country implementation of mapping and technology products in Giga countries
- Track implementation status of mapping and tech activities in each region and maintain up-to-date data in project management tool;
- Liaise between Country Offices and Giga Mapping team to support Country Offices with all materials, guidance and feedback required in order to complete the activities under the Giga Mapping pillar (which include adding all accurate school location and

connectivity status data to Project Connect, and deploying the real-time monitoring system for connectivity data).

### Your main responsibilities will be:

#### *Support in-country implementation for Giga Mapping and Tech activities*

- Ensure Country Offices include mapping and tech activities in Giga-specific work plans
- Maintain up-to-date data on mapping and tech implementation in project management tool and coordinate inputs from relevant teams
- Coordinate technical support from the Mapping and Tech Teams to ensure Country Offices and governments get the requested support

#### *Support development of new processes and materials for Country Offices*

- Develop standard materials for Giga mapping and tech products (onboarding decks, guidelines and other supporting materials)
- Collaborate with ITU to develop, document and track Giga infrastructure mapping and analysis activities

#### *Liaise between Country Offices and Giga Mapping team*

- Support Country Offices in developing workplans to implement mapping work in their respective countries
- Track country data submissions to ensure they follow Giga data quality standards
- Provide technical support/advice to deploy solutions to fill gaps and complete mapping work
- Track feedback and lessons learned from countries and share it back with the Mapping team and Giga global team for iterative improvements.
- Liaise with ITU infrastructure mapping team to ensure that data requests are aligned

### Description of assignment

Task	End Product/deliverables	Time frame	Payment schedule
Support in-country implementation of Giga mapping and tech activities	Countries who express interest in Giga mapping and tech products are timely provided with all necessary information and documentation	Month 2	10%

	Mapping and tech activities are reflected in the work plans of new Giga countries including timelines and responsibilities	<b>Month 3</b>	<b>10%</b>
	Giga tracking systems are improved and updated with the latest progress and achievements	<b>Month 5</b>	<b>15%</b>
Support the development of improved processes and the production of informational materials for Country Offices and Giga stakeholders	New Giga mapping and tech introductory documents and informational materials are developed	<b>Month 6</b>	<b>20%</b>
	UNICEF/ITU school and infrastructure mapping processes are better defined and documented to support tracking of progress	<b>Month 7</b>	<b>15%</b>
Liaise between Country Offices and Giga Mapping team	School datasets are cleaned in a timely manner and shared with the mapping team for inclusion on Project Connect	<b>Month 9</b>	<b>10%</b>
	Technical support/advice to deploy solutions to fill gaps and complete mapping work is provided to Giga countries during recurring and ad hoc meetings	<b>Month 11</b>	<b>10%</b>
	Feedback from Countries Offices on Giga maps and tech products is documented and communicated in a timely manner to the Giga Mapping Team  Lessons learned / feedback from countries is gathered and shared with the mapping and tech team / the Global Giga team as appropriate	<b>Month 12</b>	<b>10%</b>
<b>Total</b>			<b>100%</b>

### To qualify as an advocate for every child you will have...

- An advanced university degree (Master's or higher) in statistics, economics, social sciences, development sciences, and management or related degree is required. *\*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.*
- 3-5 years of experience in the field of development, ideally within UNICEF, and with experience or strong exposure to programming in Country Offices.

- Experience in facilitating engagements with an array of partners at the national/regional level, i.e. international development organisations, government entities, regulators, or civil society, etc.
- Experience with data visualizations and modelling would be considered an asset
- Understanding of AI algorithms such as deep learning, UNET would be considered an asset
- Experience with geospatial data processing would be considered an asset
- Experience in monitoring and reporting.
- Strong planning/organizing skills.
- Knowledge of national policy frameworks related to technology development, implementation, and infrastructure development is desired.
- Strong written and verbal communication skills, including presentation skills.
- Proven capacity to work with collaborative teams across different locations and with different technical skills.
- Proven experience in translating complex ideas from various fields into unified, clear guidance.
- Fluency in English is required. Knowledge of another official UN language (Arabic, Chinese, French, Russian or Spanish) or a local language is an asset.

### **For every Child, you demonstrate...**

UNICEF's core values of Care, Respect, Integrity, Trust, Accountability and Sustainability

The competencies required for this post are....

- Builds and maintains partnerships - Lv 2
- Drive to achieve results for impact - Lv 2
- Manages ambiguity and complexity - Lv 2

View our competency framework at

[https://www.unicef.org/careers/media/1041/file/UNICEF%27s\\_Competency\\_Framework.pdf](https://www.unicef.org/careers/media/1041/file/UNICEF%27s_Competency_Framework.pdf)

UNICEF is committed to diversity and inclusion within its workforce, and encourages all candidates, irrespective of gender, nationality, religious and ethnic backgrounds, including persons living with disabilities, to apply to become a part of the organization.

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, therefore, undergo rigorous reference and background checks, and will be expected to adhere to these standards and principles.

### **Payment details and further considerations**

- Payment is made upon completion of each deliverable
- Consultant is responsible for his/her own health and travel insurance
- The consultant is responsible to arrange his/her own travel, including visa.

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. 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.

**SUPERVISOR:**

Aditi Poddar, Advisor

**PREPARED BY:** Aditi Poddar, Advisor

Signature and date: \_\_\_\_\_

**APPROVED BY:** Marija Novkovic, Programme Manager

Signature and date: \_\_\_\_\_

**ACKNOWLEDGED BY CONSULTANT:**

Name, signature and date: \_\_\_\_\_