

**TERMS OF REFERENCE FOR NATIONAL INDIVIDUAL CONSULTANT**

<b>Title:</b> Conduct Assessment of the implementation of the ECE interventions in the ESP 2022-2026.	<b>Funding Code:</b>  <b>Grant: WBS:</b>	<b>Type of Engagement</b>  <input type="checkbox"/> Consultant (International) <input checked="" type="checkbox"/> Consultant (National)	<b>Duty Station:</b>  Freetown
<p><b>Background:</b></p> <p>In 2020, UNICEF was awarded a Knowledge and Innovation Exchange (KIX) grant to adapt, enhance and scale up the Better Early Learning and Development at Scale (BELDS) approach to mainstream Early Childhood Education (ECE) in sector plans. Implemented through consortia of partners including the World Bank, Early Childhood Development Action Network (ECDAN) and more than forty agencies contributing technical resources, tools and guidance, the project developed the ECE Accelerator Toolkit, an online resource hosted by UNICEF to support in-country mobilization and capacity development of stakeholders for enhancing ECE analysis, planning, and implementation.</p> <p>The five KIX target countries: Lesotho, Sierra Leone, South Sudan, Kyrgyzstan, and Tajikistan, have generated readily available evidence identifying the technical support, capacity building and associated tools and resources needed to ensure that ECE is well-reflected in all stages of the education sector planning, implementation, monitoring and review. ECE systems at the country level have been strengthened through tailored technical support to the Ministries of Education (at national and subnational levels) to facilitate evidence-based policy choices for the sub-sector. Dedicated efforts have also been made to generate new tools and global goods and amplify knowledge exchange, fostering communities of practice in project countries, and through KIX Hubs and other platforms for wider reach.</p> <p>In Sierra Leone, a major change achieved through the KIX project is the inclusion of the pre-primary sub-sector as a core component of the Education Sector Plan (ESP) 2022-2026, formally approved in June 2022. This represents the first time that the pre-primary objectives, strategies, and interventions have been included with a dedicated budget line in the ESP for Sierra Leone. This change was facilitated by leveraging the ECE Accelerator Toolkit to develop an ECE Technical Working group which led a comprehensive pre-primary sub-sector analysis and advocated with senior officials and the Minister of Basic and Senior Secondary Education (MBSSE).</p> <p>It is against this background that UNICEF Sierra Leone seeks to hire a consultant to conduct assessment and generate an in-depth understanding of the implementation of the ECE interventions of the ESP.</p>			
<p><b>Purpose and Objective:</b></p> <p>The purpose of this consultancy is to assess the implementation of the ECE interventions of the ESP by using the ECE accelerator tool on 'implementation considerations". The consultant will work in close collaboration with UNICEF Sierra Leone Education, and relevant national stakeholders (the MBSSE, the Teaching Service Commission (TSC), the Ministry of Finance, the ECE technical working group, and other organizations as needed) to achieve the below mentioned objectives.</p> <p>The objectives of this assignment are to:</p>			

1. Conduct an in-depth analysis of the implementation of the ECE interventions in the ESP, using the ECE accelerator tool on ‘implementation considerations’.
2. Document achievements, challenges, and lessons learned during the implementation process through discussions and consultations with stakeholders, including at sub-national levels, on the status of the implementation of ECE interventions as per ESP.
3. Contribute to the development and production of a policy brief on ECE implementation in ESP.

**Methodology and technical approach:**

Through remote and face-to-face consultations with UNICEF staff, relevant education partners and champions, including government, and district stakeholders, the consultant will deliver the tasks listed below.

**Specific tasks:**

- Develop an inception report detailing an understanding of the ToR, methodology to be employed, and resource needs with a detailed work plan.
- Conduct desk review of the ESP 2022-2026, ESP implementation reports, Joint Review Mission (JRM) reports, the ECE accelerator tool on implementation considerations, and other relevant documents.
- Undertaking interviews with relevant UNICEF staff and relevant stakeholders involved in the development and implementation of the ESP.
- Conduct and facilitate consultation meetings with partners to co-develop the policy brief on ECE implementation in ESP.
- Present the assessment report and policy brief on ECE implementation in ESP to relevant stakeholders– workshop/meeting.
- Submit final products (assessment report and policy brief) and final report of the consultancy.

**Management, Organization and Timeframe:**

The consultant will work under the overall guidance and oversight of the UNICEF ECD Specialist. In delivering the tasks, the consultant will work in close coordination with the UNICEF Sierra Leone Education section and relevant national stakeholders including MBSSE, TSC and the ECE technical working group. The consultant will be based in Freetown and with travel to the field (districts) as needed. The timing and locations for field visits and meetings will be agreed upon during the inception phase of the consultancy.

**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			
<b>Work Assignment Overview</b>			
Tasks/Milestone:	Deliverables/Outputs:	Timeline:	Payment schedule: on acceptance of deliverables
Start date of consultancy		August 15,2024	
1. Develop an inception report detailing an understanding of the ToR, methodology to be employed, and resource needs with a detailed work plan.	Inception report submitted.	2 weeks after signing the contract	Deliverable -1 (task 2)  20% payment
2. Conduct desk review of the ESP 2022-2026, ESP implementation report, JRM reports, the ECE accelerator tool on implementation considerations, and other relevant documents.	Desk review summary submitted.	3 weeks after signing the contract	
3. Undertaking interviews with relevant UNICEF staff and relevant stakeholders involved in the development and implementation of the ESP.	Interview summary submitted.	5 weeks after signing the contract	Deliverable -2 (tasks 3&4)  30% payment
4. Conduct and facilitate consultation meetings with partners to co-develop the policy brief on ECE implementation in ESP.	Workshop / draft case study and policy brief.	8 weeks after signing the contract.	
5. Present finalized case study and policy brief on ECE implementation in ESP to relevant stakeholders—workshop/meeting.	Finalised case study and policy brief / presentation meeting.	10 weeks after signing the contract	Deliverable -3 (tasks 5&6)  50% payment
6. Submit final products/deliverables (case study and policy brief) and final report of the consultancy.	Final case study, policy brief and consultancy report.	12.5 weeks after signing the contract.	

\* Expected timelines for completion are estimated and may vary depending on progress

Budget Year: 2024	Requesting Section/Issuing Office: Education Section	Reasons why work cannot be done by staff:  The KIX extension focuses on the documentation of achievements, lessons learned, and production of quality reports including a policy brief on implementation of the ECE interventions in the ESP 2022 -2026. This requires dedicated technical expertise to work closely with the ECD team in MBSSE, TSC, and the ECD/ECE technical working group for at least 3 months to deliver the expected results.	
Included in Annual/Rolling Workplan: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, please justify:			
Consultant Sourcing: <input checked="" type="checkbox"/> National <input type="checkbox"/> International Both <input type="checkbox"/>  Consultant Selection Method: <input type="checkbox"/> Competitive Selection (Roster) <input checked="" type="checkbox"/> Competitive Selection (Advertisement/Desk Review/Interview)		Request for: <input checked="" type="checkbox"/> New Consultancy  <input type="checkbox"/> Extension/ Amendment	
If Extension, Justification for extension: N/A			
Supervisor: Education Specialist, ECD	Start Date: August 15, 2024	End Date: November 14,2024	Number of Days (working): 90 days

Estimated Consultancy Fee (monthly fee and DSA)		3 months	
Travel International	Not applicable		
Travel Local (please include travel plan)	Based on actual		
Residency Permit Costs/Visa fee	Not applicable		
<b>Minimum Qualifications required:</b> Advanced university degree (Masters, PhD) in monitoring and evaluation, educational planning, education, or related social sciences fields.	<b>Knowledge/Expertise/Skills required:</b> Experience <ul style="list-style-type: none"> <li>• Minimum of five years of progressively advanced experience in Education planning, implementation, monitoring and evaluation of education programmes.</li> <li>• Experience in developing and evaluating education sector plans.               <ul style="list-style-type: none"> <li>▪ Demonstrated familiarity with the work of UNICEF and/or international development, humanitarian, and child rights issues.</li> <li>▪ Excellent knowledge of English is required - strong communication skills (written and oral) in English are a necessity.</li> <li>▪ Proven ability to think critically and seek out, synthesize, and interpret information.</li> <li>▪ Concrete experience of fostering open dialogue, building trust, and engaging key stakeholders.</li> <li>▪ Expertise in using MS Office software and carrying out project assessments.</li> </ul> </li> </ul>		
Administrative details: Visa assistance required: Yes <input type="checkbox"/> Transportation arranged by the office: <input type="checkbox"/>	Home Based: <input type="checkbox"/> Office Based: <input checked="" type="checkbox"/> If office based, seating arrangement identified: <input type="checkbox"/> IT and Communication equipment required: <input type="checkbox"/> Internet access required: <input type="checkbox"/>		
Request Authorised by Section Head,	Request Verified by HR:		
Endorsed by Deputy Representative, Programme:		Approved by Representative:	