

Terms of Reference for Individual Consultant

Title Inclusive Digital Learning Research Consultant		Duty Station: Global Office of Research and Foresight (Italy) Remote
Start date: 06-Jan-2025	End date: 01 – Aug-2025	Total working days estimated: 130 days over a period of 7 months
Purpose of Activity/Assignment: UNICEF Innocenti is seeking to appoint a mixed-methods research consultant to support the Education Section in undertaking research activities into inclusive digital learning programmes with the aim to draw global lessons on how to best utilize digital learning to support inclusive education.		
<p>Background</p> <p>The Education section of UNICEF Innocenti - Global Office of Research and Foresight is seeking a remote-based consultant for an estimated 130 working days to support building implementation research into inclusive digital learning programmes. The innovations in education research portfolio embeds implementation research into large-scale and cross-country innovative partnerships and programmes, these innovations include digital learning, low tech, and no tech solutions. The overall aim of the research portfolio is to inform improvements in innovations in education delivery to improve all children’s learning, and to synthesize lessons across countries to build global public goods.</p> <p>Objectives of the consultancy</p> <p>The consultant will collaborate with the broader research team to support the design and implementation of mixed-methods research for the UNICEF Accessible Digital Textbooks (ADT) initiative across 3 countries (Uruguay, Nepal, and Buthan) by:</p> <ol style="list-style-type: none"> 1. Supporting the development of fit-for-purpose research plans for testing ADTs development and use in classroom with teachers and learners. 2. Adapting, contextualizing, and creating (when needed) data collection tools and protocols based on the research plans. 3. Supporting the implementation of the research strategy, related data collection and feedback loops, providing capacity building and trainings to partners on data collection and analysis. 4. Analysing data, and research output writing to inform implementation and scale of inclusive digital learning. <p>Major areas of work and responsibility</p> <ol style="list-style-type: none"> 1. Support the development and facilitation of research co-creation meetings coordinating with colleagues from Uruguay, Nepal and Bhutan UNICEF offices. 2. Development of data collection tools in collaboration with implementing Ministries of Education, UNICEF Country Offices, Regional Offices, and partners. 3. Support the Innocenti – Education Manager in the provision of ongoing technical support to the implementation of research plans, supporting the implementing UNICEF Country Offices, Ministries of Education, and partners. 		

4. Data analysis and drafting of research outputs based on implementation research built into inclusive digital learning programmes.

Supervision

1. The consultant will work under the direct supervision of the Education Manager

Methodologies and Tools

Software to be used and subscription required for data analysis: Stata 15 or higher

Conditions of Consultancy

The consultant should note the following:

1. This consultancy may require the consultant to travel in order to complete the required deliverables effectively and efficiently. Travel costs should NOT be included in the bid for the contract as travel costs will be provided at time of travel and approved by consultant's direct supervisor. UNICEF Innocenti does not make travel arrangements for consultants. The consultant will arrange their own travel, clear the anticipated cost with UNICEF and invoice UNICEF for the travel cost as soon as the travel has been completed. UNICEF Innocenti will assist consultants with arrangements for visas, work permits, vaccinations, etc.
2. All other costs related to completing the deliverables such as hardware, required software, certificates/ subscriptions and associated running costs are expected to be factored into the proposed professional fees.
3. UNICEF does not regard Individuals engaged under a consultancy contract as "staff members" under the Staff Regulations and Rules of the United Nations and UNICEF's policies and procedures. Consultants are therefore not entitled to benefits such as leave, pension 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.
4. Payment of professional fees will be based on 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. Prospective consultants are encouraged to ensure that they fully understand (a) the requirements of each deliverable and (b) the workload associated with reaching a deliverable.
5. UNICEF Innocenti recognises that, due to the locations of some of its research, events may occur that either delay deliverables or prevent them from being completed. These events need to be reviewed on a case-by-case basis to determine the impact on the payment schedule of the contract. It is UNICEF Innocenti's objective to be fair to consultants in situations where deliverables are delayed or no longer attainable through no wrongdoing of the consultant.
6. Consultants 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.

Minimum Qualifications required: Bachelors Masters PhD Other

Enter Disciplines: Economics, Social Policy, Education, Statistics or related social sciences.

Knowledge/Expertise/Skills required:

Essential skills:

- A minimum of three years of progressively responsible professional work experience at national or international levels in the design and implementation of rigorous research, with developing country-level experience essential
- Strong data and analytical skills and extensive knowledge of common statistical software packages (e.g. STATA, R, SPSS)
- Demonstrated experience in both qualitative and quantitative research designs and methods, including experimental and quasi-experimental methods.
- Excellent written and oral communication skills in English and excellent attention to detail.
- Strong interpersonal skills and demonstrated ability to work well as part of a geographically dispersed team and to forge and manage partnerships.
- Commitment to UNICEF's core values of care, respect, integrity, transparency, and accountability.

Desirable qualifications:

- Experience with research in inclusive education and digital learning very desirable.
- Previous experience working with UNICEF or other UN organization.
- Ability to work in a multicultural, multi-ethnic environment.
- Fluency in Spanish in addition to English and any another UN language.
- Experience working in countries in the Latin America and the Caribbean and/or South Asia region.
- Previous experience with research on accessible digital textbooks.

Core Values

- Care
- Respect
- Integrity
- Trust
- Accountability
- Sustainability

Competencies

- Builds and maintains partnerships

- Demonstrates self-awareness and ethical awareness
- Drive to achieve results for impact
- Innovates and embraces change
- Manages ambiguity and complexity
- Thinks and acts strategically
- Works collaboratively with others

Deliverable/Output:	Estimated number of working days	Deadline
Implementation research plan for the ADT implementation in Nepal and Bhutan.	15	By/before Feb 2, 2025
Finalization of data collection instruments, training materials, and IRB approval for ADT implementation research activities in Uruguay.	20	By/before March 2, 2025
Data analysis and brief with preliminary findings for Uruguay ADT research activities.	30	By/before April 28, 2025
Co-creation of data collection instruments, training materials and IRB approval for ADT pilot in Nepal.	20	By/before June 2, 2025
Co-creation of data collection instruments, training materials and IRB approval for ADT pilot in Bhutan.	20	By/before June 25, 2025
Cross-country ADT cost effectiveness analysis on accessible digital textbook production.	25	By/before August 1, 2025

The **financial proposal** should be your costs **by deliverable, in USD** for the full consultancy period, and should keep in mind that consultants are responsible for determining their own tax liabilities and are not entitled to benefits and must obtain their own software for data analysis. This position will also require travel to implementing countries, however, please **do NOT include the cost of travel in your estimates**. Please also keep in mind that value for money is part of the evaluation criteria for candidates under consideration.