



## **Terms of Reference Short-Term Consultant – Advocacy (Champions) Partnerships and External Relations Team- – GPE Secretariat**

### **Background/General Description**

Established in 2002, the Global Partnership for Education (GPE) has grown and evolved to become the premier partnership focused on basic education in developing countries. Its partners include 65 of the world's poorest developing countries; over 30 bilateral, regional, and multilateral agencies; development banks; the private sector; civil society groups; and teachers' organizations. The GPE Secretariat of over 80 full-time staff is hosted by the World Bank in Washington, D.C. A constituency-based Board of Directors sets policies and strategies and approves performance-based funding grants to improve learning outcomes and equity through building stronger education systems in developing countries.

GPE's five-year Strategic Plan, GPE 2020, aligns with the new global development agenda. While its vision mirrors Sustainable Development Goal 4, to ensure inclusive and equitable quality education and promote lifelong learning opportunities for all, GPE recognizes that education is the foundation for reaching the full suite of agreed global goals. It works through inclusive partnership, focusing on increasing financing to help partners in developing countries build effective and efficient education systems that can deliver equitable, quality education and learning for all.

Following a period of transition and reform to its governance and operations, GPE is well-positioned to harness a growing global momentum for transforming education outcomes. In September 2016, the International Commission on Financing Global Education Opportunities released a report calling for significant scaling-up of domestic and international financing for education, including a call to increase funding to GPE to US\$2 billion per year by 2020. GPE will launch its third replenishment campaign in 2017. The objectives are to: replenish the finances of GPE to meet ambitious new targets in its GPE 2020 strategy; and substantially increase domestic budget allocations to basic education in developing countries

### **Duties and Accountabilities**

Partnerships and External Relations Team (PERT) responsibilities include donor relations, communications, advocacy, civil society outreach, private sector and private foundation

outreach and has the primary responsibility for implementing the Third Replenishment in 2017. The consultant will work closely with the Partnerships and External Relations Team in support of this replenishment campaign. The position will be located in Washington DC. The incumbent will be responsible for supporting the implementation of the GPE champions engagement strategy. An initial identification of tasks includes the following; however, additional tasks may be identified as progress toward the GPE replenishment is made:

- Assist in the coordination of and engagement with GPE champions
- Assist in preparation and logistical planning for various events and forums requiring champion engagement
- Assist in drafting correspondence and in preparation of presentations and other materials
- Manage travel and logistics for champions and surge replenishment activities
- Manage budget and procurement
- Undertake ad-hoc tasks as assigned by the team, as needed.

### **Timeframe**

The short term consultant (STC) will serve a total of approximately 150 days until December, 2017. The consultant is expected to start mid- May 2017.

### **Reporting Relationship**

The consultant will report directly to the Senior Partnership Specialist. The consultant will work in collaboration with other members of the Partnerships and External Relations Team, other Secretariat teams.

### **Selection Criteria**

- Masters's degree in relevant discipline or the equivalent experience with at least 2 years' relevant professional experience in a similar function within international development context
- Ability to work effectively under pressure, prioritize and juggle multiple tasks within tight deadlines, and to deliver time-sensitive high-quality work.
- Strong conceptual and research/analytical skills with the ability to quickly analyze data and information from different sources and produce coherent reports.
- Demonstrated strength in written and oral communications.
- Ability to communicate and write competently in English. The ability to communicate professionally in French or Spanish will be considered an asset
- Highly organized at both the task and project level.
- Knowledge and experience with the World Bank or the Global Partnership for Education, will be considered an asset.

Please send your letter of interest and resume to [sandersen1@globalpartnership.org](mailto:sandersen1@globalpartnership.org)