



Terms of Reference

Short-Term Consultant- Maternity Leave Cover

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.

GPE held its third replenishment campaign in February 2018 where over US\$2.3 billion was raised from donor governments to achieve the objectives of GPE 2020. Moving into the 2018-2020 replenishment cycle and looking ahead to the next replenishment in 2020 or 2021 the objectives of the External Relations Donor Relations Team are: raise additional resources to fulfill the replenishment target of US\$2 billion per year by 2020, build the foundations for the next replenishment cycle and to diversify the partnership's donor base.

Duties and Accountabilities

This position is located within the External Relations Team (EXR) of the Secretariat, whose responsibilities include donor relations, communications, advocacy, civil society outreach, private sector and private foundation outreach and has the primary responsibility for implementing the GPE's replenishments.

The STC will be assigned to provide coverage for maternity leave as a part of the Donor Relations Team within EXR and provide back-stop and some representation support for the Secretariat's

communications with donors and external partners in the Asia-Pacific region.

The STC will report directly to the Donor Relations Team Lead. The STC will have responsibility for supporting the following:

1. Operate as the interim communications focal point, provide reports and answer questions from current donor focal points, including in Australia, Japan and Korea.
2. Liaising with the private sector and foundations sub-team, continue to build relationship with private sector partners especially in East Asia.
3. Continue ongoing support for strengthening relations with potential new donors, including:
 - a. New Zealand: maintain good communications with donor focal point including on GPE investment in the Pacific; support to political-level efforts.
 - b. China: continue to move technical, visibility and political levels of engagement forward.
4. Provide support to the donor relations team to facilitate a proposal for increased Japanese investment in GPE in accordance with the supplementary budget cycle of the Government of Japan (due August 2019 but with follow up work required).
5. Provide support to possible high-level meetings with GPE principles during UN General Assembly in September 2019.
6. Liaising with the CST regional “Rest of the World” manager and Global Advocacy Team, provide support to help facilitate the Secretariat’s engagement in the Asia-Pacific Meeting on Education 2030 in October 2019.
7. Provide support for other event management, including but not limited to TICAD VII in Japan.
8. Additional support to the Donor Relations Team and EXR as needed.
9. Other activities, as required.

Timeframe

The short-term consultant (STC) will serve a maximum total of X days (exact number to be negotiated) beginning in mid-July 2019.

Reporting Relationships

The consultant will report directly to the Donor Relations Team Lead. The consultant will work in collaboration with other members of the External Relations Team.

Selection Criteria

- Master’s degree in education or related discipline and at least 2 years relevant professional experience in a similar function within international development, with a strong understanding of country-level education sector-wide policy dialogue and program management and reporting.
- Ability to communicate and write competently in English. The ability to communicate professionally in French or Spanish will be considered an asset.
- Ability to operate effectively in a changing environment and work well alone and in a team.
- Ability to reach consensus, meet deadlines, and implement processes to produce practical results.

- Highly organized at both the task and project level.
- Attentive to detail.
- Knowledge and experience with or in the Asia-Pacific region will be considered an asset, as will knowledge and experience with the Global Partnership for Education, will be considered an asset.

Please submit your CV and cover note by Wednesday, May 22 2019 to agolden@globalpartnership.org with the subject line “STC- Maternity Leave Cover for Donor Relations Team.” Only short-listed candidates will be contacted.