TERMS OF REFERENCE

Short term consultant
Training design, coordination and delivery for GPE 2025

Background
Are you a passionate advocate for education? Do you want to make a difference in the lives of children in the world's poorest countries? The Global Partnership for Education Secretariat (GPE) would like to hear from you.

Who we are
GPE is a shared commitment to end the world’s learning crisis. It is the only global partnership and fund dedicated entirely to helping children in lower-income countries get a quality education, so they can unlock their potential and contribute to building a better world.
We bring together governments, teachers, civil society, donors, United Nations agencies, development banks, businesses and private foundations to achieve our shared vision that every child deserves to learn.

What we do
GPE currently supports 76 low- and lower-middle-income countries to transform their education systems so that all children can get the education they need to thrive. We work where the needs are greatest and focus on reaching the children who are the most vulnerable, including girls, children with disabilities and those who live in countries characterized by extreme poverty or conflict.

How we work
Transforming education is about creating lasting changes and achieving impact at scale. GPE’s new strategic plan, GPE 2025, sets out to deliver this transformative change by convening partners, mobilizing funds and catalyzing reforms to help partner countries get more girls and boys in school, improve teaching and learning, and build equitable, inclusive and resilient education systems fit for the 21st century.

Our unique approach works. Since 2002, 160 million more children in GPE partner countries have set foot in classrooms for the first time, more than half of them girls. In 2020, GPE was also the largest provider of education grants in the global COVID-19 response, rapidly providing partner countries with vital resources to ensure that learning could safely continue.

Raise Your Hand
GPE is currently calling on world leaders to “Raise Your Hand” and pledge at least US$5 billion to help GPE transform education in up to 87 countries, which are home to more than 1 billion children. Over
the next five years, this funding will help ensure that 175 million children can learn and enroll 88 million more. In the longer term, this investment could add $164 billion to economies in the developing world, lift 18 million people out of poverty, and protect two million girls from early marriage.

**Governance and organizational arrangements**

The GPE Board of Directors includes ministerial-level board members and alternates representing 20 constituencies that reflect the Partnership’s breadth. The Board Chair is H.E President Jakaya Kikwete and the Board Vice Chair is Dr. Susan Liautaud. The Board of Directors, with its three standing committees, provides policy and strategic oversight and approves or delegates funding decisions.

The GPE Secretariat, with over 120 employees and hosted by the World Bank, is responsible for translating the policies and strategies set by the Board into practical support for partner countries, coordinating with diverse stakeholders and galvanizing global support for SDG4. The Secretariat’s headquarters are located in the World Bank’s offices in Washington, D.C. and the European office is in Paris with a satellite office in Brussels.

This consultancy is located in the Country Engagement and Policy (CEP) Team of the Secretariat and will work across the Partnerships and the External Relations Teams. CEP’s responsibilities include national capacity development, partnership coordination and alignment at the country level; and expertise and knowledge sharing within CEP and with other Secretariat teams. The Partnerships Team responsibilities include ensuring internal coordination and strategic engagement of partners to achieve education system transformation in our partner countries and External Relations Team responsibilities include donor relations, communications, advocacy, civil society outreach, private sector and foundation outreach.

**Duties and Accountabilities**

In December 2020, GPE approved a new strategy and operating model, GPE 2025, grounded in a “system transformation” approach and which seeks to support and sustain education reforms with the potential for impact at scale. The approach is conceptually different from how GPE has supported education reform in the past, and this ambitious vision is accompanied by new tools and some adjustments in how GPE staff will work to support the operationalization of the new strategy and operating model. In order to support GPE staff in their ability to operationalize the strategy and operating model the Secretariat is conducting a first phase of internal training. The purpose of the first phase of training is to support teams to gain ‘just in time’ knowledge to roll out the operating model to different cohorts of countries (this is already underway). The training will subsequently be adjusted to be delivered through an e-learning course, developed by a firm with expertise in high quality e-learning course development and implementation.

At the same time, GPE has been organizing live online sessions, known as partnership engagement webinars to enable global and regional stakeholders to support their country level counterparts in
pilot countries for effective participation in the process. Close to 30 webinars were organized to identify information needs and interests among partners and provide tailored training and dialogue. These webinars recognize that the GPE operating model can only work if partners at country level have the knowledge and support not just to understand the process, but what it is meant to deliver.

The envisaged consultancy is expected to:

1. **Support Round 1 of GPE 2025 Internal Training:**
   - Support the design of internal GPE 2025 training courses with relevant Secretariat teams;
   - Coordinate across the Secretariat on the implementation and completion of the first round of internal sessions by March 2022;
   - Coordinate the facilitation of internal training sessions, including liaising with internal and external participants, facilitating workshops if and when necessary, etc.;
   - Revise internal trainings based on lessons learned from training sessions and feedback from participants.

2. **Coordinate the creation of the GPE 2025 e-learning course**
   - Support the relationship management, communication and collaboration with the e-learning firm hired to develop the GPE 2025 e-learning course;
   - Coordinate the creation/conversion of existing training content into a self-paced modular online course on an e-learning management system;
   - Support the design and completion of self-paced and interactive learning modules on GPE 2025;
   - Collaborate with the GPE web team to identify best options and support the integration of the learning modules onto the most effective platform for GPE’s use internally and externally.

3. **Engage GPE’s wider partnership in the e-learning course**
   - In close collaboration with the Partnerships Team, develop and implement an outreach plan for the wider GPE partnership to engage with the GPE 2025 e-learning course;
   - Revise e-learning course ad modules based on lessons learned from training sessions and feedback from internal and external participants;
   - Provide logistical support as required in organizing training sessions and Effective Partnerships webinars;
   - Undertake ad-hoc tasks as assigned by the team, as needed.

**Time Frame**
The consultancy will be for 80 days from January 2022–November 2022 with possibility of extension depending on work and performance. The STC is expected to start mid-January 2022.
Reporting Relationship
The STC will report directly to the Strategy and Coordination Team Lead and will work in close collaboration with members of the EXR and Partnerships teams.

Selection Criteria
- Knowledge of developing and deploying e-learning courses on learning management systems.
- Similar work in the last 5 years (provide prototype sample).
- Demonstrated track record in coordinating the development of quality online learning courses or modules.
- Experience in facilitating in-person and virtual training suitable in similar organizations.
- Demonstrated high level of professionalism and an ability to work independently and in high-pressure situations under tight deadlines.
  - High proficiency in written and spoken English is required. Knowledge of another UN language is an added advantage.
  - Good team player, with excellent interpersonal and communication skills and able to interact tactfully with people at all levels.
  - Ability to multi-task and willingness to learn new skills.
  - Thorough knowledge of all relevant computer software: Microsoft Word, Outlook, Excel, and PowerPoint.

GPE is committed to achieving diversity in terms of race, gender, nationality, culture, and educational background. Individuals with disabilities and nationals of GPE developing country partners are equally encouraged to apply.

Please send your resume and cover letter to Julie Wagshal (jwagshal@globalpartnership.org) by December 17, 2021.