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The Lutheran World Federation Myanmar Program Terms of Reference

Title of the Assignment:	Longer Term Support to Education assistance to children in Rakhine State” project
Project name:	Education for Change: “Education assistance to children in Rakhine State”
Duration:	January 2019 – May 2021
Expert required	Education Specialist
Responsible to:	Program Coordinator
Place of assignment:	LWF Yangon office, with regular travel to Sittwe, Rakhine State and Nay Pyi Taw, Myanmar
Type of assignment:	Consultant— part time position (approximately 14 working days per month (approximately 75% of a full-time contract) – 1-year renewable over 29 months period ending May 2021

Background:

LWF Myanmar signed in May 2018 a contract for the project, “Education for Change: Education Assistance to Children in Rakhine State”. The project is funded by the European Commission (EC) Director General for International Cooperation and Development (DEVCO) and receives co-funding from the Church of Sweden-Act Alliance and Australian Lutheran World Service.

The project, “Education Assistance to Children in Rakhine State,” is in line with LWF’s strategic objectives and mandate, which includes ensuring access to rights and services. Equitable access to education, is a right to be claimed by girls and boys and their communities to fulfil their full potential and to enjoy a better quality of life. In addition, the project aim is to encourage and advocate with the Myanmar government to provide equal access to education for all boys and girls living in Rakhine state, irrespective of their religion or ethnicity.

The overall goal of the 3-year project is to improve access to and quality of education in Rakhine state. Teaching support activities are in line with the Myanmar National Education Strategic Plan 2016-2021 and the Education in Emergencies standards and guidelines. This action will contribute to meet the critical education needs of children living both in the IDP camps, host communities and villages in Central Rakhine State. Project activities include using a participatory approach by involving school buildings committees, IDP camp coordination committees and parent teacher associations for the constructing and repair of schools/ classrooms and or temporary learning spaces and will include the provision of essential school furniture, water and sanitation facilities. Children and teachers will be supported through the provision of learning and teaching kits, conduct teacher training in the camps in line with the national education strategy, as well as providing opportunities for life skills training and recreational activities. As a pilot, the project will include an initiative to provide scholarships to the poorest and most talented children living in camps to attend government funded schools in host communities from grade 5 onwards.

Consultancy purpose:

The Education Specialist will be a part time consultancy position, with an average of 14 working days per month (approximately 75% of a full-time contract) for a minimum period of 1 year, with preferred availability over the life time of the 3-year project – ending May 2021 (totaling in approximate 29

months). She/he will report directly to the LWF Program Coordinator in Yangon and in close cooperation of the LWF Education Coordinator based in Sittwe.

The position is for a Myanmar national to enhance national perspectives in the Yangon Education in Emergency working group, the Myanmar Education Sector Coordination Group (NPT) and relevant TWGs and facilitate networking with local Education CSOs; to improve communications with Ministry of Education, State Education Departments, Township Education Officials and LWF national staff.

The Education Specialist **will be based in Yangon** but will be required to travel to Rakhine and Nay Pyi Taw and other locations as required by project related work.

The main tasks of the Education Specialist include:

Advocacy/Coordination/Networking/Collaboration/Mainstreaming:

- Actively participate in the EiE Sector Working Group in Yangon, and National Education Sector Working group and/or technical working groups (NPT) making sure that the issues raised from LWF are represented in national level advocacy efforts through the Ministry of Education coordination structures. **This is a position that requires an independent, proactive role in networking with relevant contacts at the MoE level on advocacy on issues on behalf of LWF and the EiE sector and ability to do so with minimum supervision.**
- When appropriate participate in Protection Working Group and Child Protection Sub-Sector and other Cluster/Sector/Working Group meetings
- Report on all Sector Working Group Meetings and other meetings as assigned in a timely manner, no later than one week from end of meeting
- Compile and update regularly a list of stakeholders (including but not limited to: union-level, state, and township level education government actors; organizations working on education issues, including education in emergencies (EiE) organizations, education development organizations, infrastructure organizations
- Be constantly in tune with the updates on Rakhine-relevant education programming from Rakhine, Yangon, and Nay Pyi Thaw. Find and subscribe to relevant mailing lists, newsletters, social media outlets, et cetera.

Planning, implementation and monitoring:

- Review and all periodic (quarterly/ half year -budgets and work plans and ensure all variances are properly explained and justified, then bring any issues to EU through the Program Coordinator, Country Representative and Finance Manager.
- Monitoring of the Education project implementation through monitoring visits to Rakhine followed by feedback meetings with field staff and action oriented mission reports,
- Review and provide feedback on periodic narrative and financial education project reports, which will be shared and discussed as needed with the main donors including EU Delegation Myanmar, Church of Sweden and Australian Lutheran World Service.
- Assist with design of ToRs and contract development for all project related sub-contractors and monitor their performance (inclusive of evaluations, action research, external monitoring and evaluation, visibility, etc.)
- Work closely with other units in LWF Myanmar.

Assessments, proposal writing and reporting:

- Support the Education Coordinator to Conduct and/or organize assessments when needed and prepare project proposals that are in line with National policies and donor requirements
- Prepare proposals for Education as new funding opportunities arise
- Support the Education Coordinator to prepare reports for the Government

Staff capacity building:

- Capacity building of LWF Staff, Government partners and other Stakeholders (together with the Sittwe Based Education Coordinator) on National Education Strategy and Education in Emergencies (EiE) matters.
- Conduct trainings or workshops for the staff as indicated
- Be an active member of a strong and productive team

Relationships:

- Maintain team work spirit with all staff
- Maintain cordial relationship with Government Authorities and National Education Stakeholders including EiE Sector/Cluster Members
- Maintain cordial relationship with representatives of funding agencies/donors

Compliance to standards and approaches

- Myanmar National Education Strategic Plan
- Rights Based Empowerment Approach of LWF
- Standards of INEE (International Network for Education in Emergencies) Conflict sensitive education and do no harm approaches
- Core Humanitarian Standards (SPHERE)
- Humanitarian Accountability Partnership (HAP) standards
- Sphere Standards
- Code of Conduct for humanitarian organizations, including Child Protection and Protection Against Sexual Exploitation and Abuse
- Sustainable Development Goals

Any other duties as may be assigned by the Education Coordinator, Program Coordinator or the Country director

Expected Deliverables:

Since this is a longer term consultancy, the exact deliverables will be based upon detailed 3 months and monthly work plans. These plans will be developed by the specialist, in close cooperation with the Education Coordinator and Program Coordinator.

The specialist in addition, will be expected to prepare on a regular basis detailed, analytical and action oriented monitoring and meeting reports.

Payment will be based on monthly reports and timesheets with reported deliverables and in MMK

Qualifications:

- At least Master's degree in Social Science, Development Study, Project Management and relevant degrees; a degree in Education from a recognized institution is an asset.

Experience:

- Minimum of five years' experience with I/NGO's, UN agencies, government, implementing education projects in Myanmar including in complex crisis situations, linking education to early recovery, longer term solutions, reconciliation and peace initiatives.
 - Experience as free-lance consultant is an asset
 - Work experience with European Union ECHO and/or DEVCO supported projects is an asset.
- Previous work experience in education programming (especially Rakhine) and/or based Nay Phi Taw is an asset.

Required skills:

- Self-starting, proactive attitude; this position will require a high degree of self-initiative and independence, and the ability to network with stakeholders and create work and action plans independently with minimum supervision,
- Knowledge on project management,
- Knowledge in participatory, rights-based community development, Education in Emergencies, Child Friendly Spaces, literacy and vocational training, gender inclusive approaches etc. or willingness to learn.

- Fluent spoken and written English language skills and computer literacy.
- Fluent spoken and written Myanmar language skills and Myanmar computer literacy.

Final Clause:

The position is based on a consultancy service contract and therefore does not include LWF staff benefits and/or cover insurance. Consultancy related transportation costs outside of Yangon are covered based on actual cost and agreed upon rates. The specialist has the mandate to discuss topics related to the tasks of this assignment with relevant stakeholders.

Applications must be received on or before January 7, 2019 by 5:00 pm Myanmar time to Ela Elnunsanga, Procurement Officer at ela.elnunsanga@lutheranworld.org with subject line "Application for Consultancy –Education Assistance to the Children in Rakhine Education Specialist.