

TERMS OF REFERENCE

National Consultant on Curriculum and Teaching Learning System Strengthening, Including TLM and Teacher Professional Development

CONTRACT MODALITY	Individual Consultancy
DUTY STATION	Remote work with travel, Tashkent, Uzbekistan
DURATION OF CONTRACT	24 Months

Purpose of Assignment

Within the framework of the SmartED Project funded by the Islamic Development Bank (IsDB), the Arab Coordination Group (ACG), and the Global Partnership for Education (GPE), UNICEF has been supporting the Ministry of Pre-school and School Education working with Cambridge University & Press in the development of a new National Curriculum Framework (NCF), comprising Curriculum Content and Educational Standards for Grades 1-11 and all subjects. This is a good opportunity to review policy on teaching-learning materials (TLMs), ensuring that this policy is based on the same rationale as the new NCF. According to the Partnership Compact for Education Reform 2023-2026, there should be a Guidance for producing/adapting of TLMs (TLM Guidance). The Guidance will guide the national education system in determining the most appropriate mix of these approaches to ensure the availability of NCF-aligned, competency-based, inclusive, and gender-transformative TLMs. An integrated approach that aligns curriculum and teaching-learning materials (TLM) to promote positive teaching practices is essential for future reforms to succeed. For this reason TLM quality assurance guidelines and tools will be developed as part of a Quality Assurance Framework for Developing TLMs, along with criteria for their assessment, adaptation, and selection. The combination of a new curriculum and new policy on teaching-learning materials has the potential to be a powerful force for change that can be aligned with a review of the approach to teacher education. The national system has expressed priority for developing competency-based TLMs, especially focusing on subjects in which TLMs have not been updated and are not planned to be updated by ongoing initiatives. Capacity building programme for authors developing new TLMs, including digital solutions will be delivered including through regular meetings with each subject TLM group to provide continuous technical guidance, feedback, and content review at each stage of TLM development applying a learning-by-doing methodology. As revised TLMs are urgently needed in schools, they will be tested in an ongoing way as part of the process of development, with results of the test informing further TLM development in real-time. The process of TLM improvement will continue being informed through ongoing field evidence collection at the time of implementation of the newly developed TLMs in schools nationwide.

Scope of work

UNICEF's Education section seeks to engage a National Consultant to coordinate and ensure quality implementation, monitoring, reporting on the progress, and timely risk mitigations on the activities related to curriculum and teachinglearning system strengthening, including TLM and Teacher Professional Development.

Under the overall guidance of the Chief of Education Section and the direct supervision of the Education Specialist, the National Consultant will be closely working with the Ministry of Education and Science (MES), Republican Scientific Methodological Center for Development of Education

Reform (RSMCDE), UNICEF CO team and the recruited international consultancy company to facilitate work on the following activities:

- Development of Quality Assurance Framework for Developing TLMs (Framework);
- Development of Guidelines and Criteria for the Assessment and Selection of TLMs (Criteria);
- Development of Guidance for the production, adaptation, and piloting of TLMs (Guidance);
- Delivery of Capacity building programme and technical support for authors developing new TLMs, including digital solutions; and
- Delivery of in-service teacher training modules on new curriculum and TLMs.

The National Consultant will provide technical/operational support and monitoring throughout implementation of activities to facilitate the management and delivery of results and to strengthen national ownership of the activities, ensuring efficiency, quality assurance and value for money.

The National Consultant will also contribute to ensuring close liaison with the Government at different levels and support UNICEF in the development of TORs in line with established rules and procedures. Duration of assignment: January 2027 – December 2028 with possible extension depending on the project needs.

Management and reporting

Under the overall guidance of the Chief of Education, the consultant will report directly to, and work under the direct supervision of, the UNICEF Education Specialist (Contract Manager). The consultant will work closely with MES, RSMCDE and the IC, and will take part in coordination and review meetings as required. The Education Specialist is the main focal point and liaison between the consultant, UNICEF and its partners. The consultant's structured feedback reports and other outputs, as set out in the table of deliverables below, are subject to review and approval by UNICEF before payment.

Duration of assignment: 24 Months with possible extension depending on the project needs.

Work Assignment Overview	Deliverables/ Outputs	Delivery deadline and Input days
Inception Phase		
1. Liaison with the MOPSE/ RSMCDE in establishment of dedicated 3 National Working groups on Framework, Criteria and Guidance.	Working groups are established: • Framework Working Group will include representation from the Presidential administration • Criteria Working Group will include representation from RSMCDE, the REC and UNICEF • Guidance Working Group may include local publishers	30 Jan 2027 5 days
2. Provide support to organize two inception visits of the of appointed UNICEF international consultancy company to Uzbekistan.	Agenda of the visit is agreed with the national partners and UNICEF and available in Uzbek **Trip to 2 regions for 2 days visits	30 Jan 2027 5 days

3. Organize technical meetings of UNICEF international consultancy company with representatives from RSMCDE, MES, REC, Presidential administration, UNICEF, and other stakeholders in Local Education Group (LEG) to understand the current context and identify relevant legislation, guidelines, tools and existing quality assurance arrangements in relation to TLM.	Meetings are organized. Key points are documented.	30 Jan 2027 8 days
4. Work closely with UNICEF international consultancy company and established Working group of national experts to develop Inception report.	Inputs to Inception report are provided. Short process report of the inception phase.	28 Feb 2027 8 days
Phase 1. Development, verification and validation of the TLM Framework, Criteria and Guidance		
5. Support co-development of the Framework, Criteria, and Guidelines through facilitating online working groups; review complete drafts as they are developed and provide feedback; teams revise Framework, Criteria, and Guidance under Cambridge supervision; Deliverables 2.1 and 2.2 to be submitted ahead of the in-country workshop.	On-line meetings are organised Inputs to draft TLM Framework and TLM Criteria aligned with NCF, CBE, UDL, gender-transformative, inclusive, digital, SEL, and green education principles. Inputs to draft Guidance for producing/ adapting and pilot-testing TLMs which is aligned with NCF implementation roadmap	30 May 2027 45 days
6. Organize face-to-face workshops to be conducted by UNICEF international consultancy company with a broader number of stakeholders to validate and finalize draft Framework, Criteria and Guidance	Workshop reports and documented feedback from validation process	30 June 2027 8 days
7. Organize the gateway meetings at the end of this phase, to agree on the schedule for Phases 2, confirm the scope of work for Phase 2 (e.g. subjects, grades, confirm final status of digital, etc.), and revise the workplan accordingly.	Meetings are organized. Key points are documented. Workplan for Phase 2 is available	30 June 2027 8 days
8. Support UNICEF international consultancy company in development of training materials for TLM workshop to provide initial guidance and to begin work of cocreation and development of TLM	Inputs to training materials for TLM workshop	30 July 2027 8 days
9. Support UNICEF international consultancy company in the development of standardised data collection and validation tools for TLM piloting	Inputs to standardised data collection and validation tools for TLM piloting	30 July 2027 15 days

10. Organize face-to-face trainings to be conducted by UNICEF international consultancy company, five days to each subject group	Training reports, training modules package for subject groups TLM authors (facilitator guides, participant handouts, session plans)	30 Aug 2027 20 days
11. Organize in-country training for pilot data collection and test draft tools in schools Facilitate online meetings with technical working group to revise and finalize pilot tools based on testing	Report on tools' testing Final tools ready for piloting in schools	30 Sept 2027 20 days
12. Organize online weekly technical meetings and work closely with dedicated national and international teams on development of competency-based TLMs, including teacher guides and student materials. Build authors' capacity using learning-by-doing approach.	Inputs to draft TLMs for subjects Monthly process reports	October 30, 2027- May 30, 2028 60 days
13. Facilitate in-country visit of UNICEF international consultancy company to support pilot testing in sample schools	Inputs to pilot testing reports; Data analysis reports; **Trips to 5 regions, 5 days for each visit	30 May 2028 40 days
14. Organize the gateway meetings at the end of this phase, to agree on the schedule for Phases 3, confirm the scope of work for Phase 3, and revise the workplan accordingly.	Meetings are organized. Key points are documented. Workplan for Phase 3 is available	30 June 2028 8 days
Phase 3: Development of In-Service Teacher Training Modules on New Curriculum and TLMs		
15. Work closely with UNICEF international consultancy company and established Working group of national experts as well as with working groups on NCF, TLM and teacher-education co-develop structure and content of subjectspecific training modules, including integration of CBE, TLM use, inclusion, gender, SEL, and digital approaches	Inputs to draft training modules package (facilitator guides, participant handouts, session plans)	30 Sept 2028 60 days
16. Pilot training modules with groups of teachers and digitally, collect evidence of teacher engagement and usability	Pilot reports with recommendations for training modules improvement	30 Nov 2028 40 days
17. Revision, validation and finalisation	Final modules (all subjects) Trainer manuals Participant hands out in digital-ready formats Final report	25 Dec 2028 20 days

Payment Schedule:

Payment will be made on submission and acceptance of 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.

Important Notes

- Individuals engaged under a consultancy or individual contract will not be considered “staff members” under the Staff Regulations and Rules of the United Nations and UNICEF’s policies and procedures and will not be entitled to benefits provided therein (such as leave entitlements 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 and Individual Contractors. Consultants and individual contractors 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.
- The selected candidate is solely responsible for ensuring that the health insurance (and visa if applicable) required to perform the duties of the contract are valid for the entire period of the contract. Selected candidates are subject to confirmation of fully-vaccinated status against SARS-CoV-2 (Covid-19) with a World Health Organization (WHO)-endorsed vaccine, which must be met prior to taking up the assignment. It does not apply to consultants who will work remotely and are not expected to work on or visit UNICEF premises, programme delivery locations or directly interact with communities UNICEF works with, nor to travel to perform functions for UNICEF for the duration of their consultancy contracts.
- UNICEF offers reasonable accommodation for consultants with disabilities. This may include, for example, accessible software, travel assistance for missions or personal attendants. We encourage you to disclose your disability during your application in case you need reasonable accommodation during the selection process and afterwards in your assignment.

QUALIFICATIONS / SPECIALIZED KNOWLEDGE / EXPERIENCE/ COMPETENCIES (CORE/TECHNICAL/FUNCTIONAL) / LANGUAGE SKILLS REQUIRED FOR THE ASSIGNMENT

Minimum Qualification required:

Education: Bachelors degree

Enter Disciplines:

Education, Social Sciences, or another related field

Work Experience:

Minimum 5 years of relevant professional experience in education programmes, curriculum development, teaching and learning materials, teacher development, educational assessment, or related areas

Language Requirements:

Fluency in Uzbek or Russian; working knowledge of English.

Knowledge/Expertise/Skills:

University degree in Education, Social Sciences, Public Policy, International Development, or a related field.

Experience working with government institutions, development partners, academia, or civil society organizations.

Strong analytical, communication, and report-writing skills.

Desirables:

Previous experience in Teaching-learning materials development