unicef | for every child

TERMS OF REFERENCE

ACCESS Lagos School Leadership International Consultant

CONTRACT MODALITY	Individual Consultancy
DUTY STATION	Lagos, Home-based + travel to Lagos
DURATION OF CONTRACT	12 months

Purpose of Assignment

Nigeria is in the depths of a twin crisis in education, a high number of out-of-school children on one hand and a learning crisis on the other hand. Approximately, 3 out of 4 children in Nigeria cannot read with meaning or solve simple math problems.1 Fewer than 1 in 20 of the poorest children & 1 in 7 children in rural areas have foundational skills.2 The lack of foundational literacy and numeracy skills affects children's ability to learn higher-order skills and increases their risk of repeating classes or dropping out, thereby fuelling the out-of-school phenomenon. This is further reflected in national literacy rates where the average national literacy rate for Nigeria is 62% - nearly half of women (47%) and nearly one-quarter (29%) of men cannot read or write.[3]

Lagos State carries one of the highest concentrations of out-of-school children (OOSC) in urban Nigeria. UNICEF Nigeria has secured a funding proposal to the Education Outcome Fund (EOF) for "ACCESS in Lagos: Advancing Children's Continuous Education and School Success", an outcomes-based programme that will enroll and retain OOSC across up to three lots covering an estimated 259 to 494 eligible schools and improve their foundational literacy and numeracy (FLN) outcomes over a two-to-four-year period.

The LEAF ACCESS Programme is a strategic educational intervention aimed at improving equitable access to quality learning opportunities for children and adolescents, particularly those who are marginalized and underserved. The programme seeks to strengthen education systems, improve learning outcomes, support teacher development, enhance school-community engagement, and promote inclusive and safe learning environments.
The programme will be implemented in seven Local Government Areas (LGAs) in Lagos State through close collaboration with the Lagos State Universal Basic Education Board (LASUBEB), Local Government Education Authorities (LGEAs), schools, communities, and other key stakeholders.
To ensure effective implementation, coordination, monitoring, and achievement of programme results at the LGA level, the ACCESS Programme requires Education Programme Specialists to lead and oversee programme implementation within the assigned LGA.

UNICEF seeks to engage an International Consultant to support the LASUBEB to develop and implement a school leadership programme for the LGAs under the UNICEF ACCESS Lagos programme. Additionally, the consultant will support the implementation of the school based teacher professional development in the seven LGAs. This will include providing mentorship and coaching support to the Headteachers and other members of the Instructional Leadership team.

The consultant is expected to demonstrate deep knowledge of education, particularly in working with schools, headteachers and teachers. They need to understand the role of coaching and mentoring in school leadership.

Scope of Work

Under the overall supervision of the Chief of Education, the consultant will report directly to the UNICEF Education Manager (Lagos) and will be responsible for:

1. With LASUBEB and LGAs reviewing current school leadership programmes in Nigeria and Lagos and leading the development of a school leadership training, coaching and mentorship programme for Lagos
2. Providing support for the training of Head teachers and School Support Officers in school leadership
3. Providing ongoing coaching and mentorship support to headteachers and SSOs, including in the STPD programme
4. Providing thought leadership to LASUBEB and other stakeholders of both the school leadership programme and the STPD programme in Lagos
5. Documenting emerging good practices /lessons from the implementation of the school leadership programme

unicef | for every child

Work Assignments Overview	Deliverables/Outputs	Delivery deadline to complete the deliverable
Programme Inception	**Deliverable 1** • Inception report including LGA implementation strategy, stakeholder mapping, workshops and meetings conducted and workplan	31.01.2027
Review and Consultation with LASUBEB and Partners on school leadership programmes in Nigeria. This will include conducting a high level workshop to review current courses.	**Deliverable 2** • Report of School leadership programme (s) in Nigeria and opportunities for adaptation for Lagos	31.01.2027
Development of School Leadership Training package. This will include three x three day workshops with selected Government staff to develop the programme	**Deliverable 3** • Draft School leadership Training package.	31.03.2027
Training of Head teachers and School Support officer on School leadership	**Deliverable 4** • Detailed report on Training of Headteachers and School Support officers	30.04.2027
Ongoing Coaching and mentorship support on school Leadership and STPD	**Deliverable 5** • Learning support interventions discussed, agreed and implemented by the schools and monitored by the consultant	31.07.2027
Ongoing Coaching and mentorship support on school Leadership and STPD	**Deliverable 6** • Mentorship and coaching support report	30.11.2027

Documentation of good practices and Lessons learned including leading a lessons learned workshop	**Deliverable 7** • Report on good practices and lessons learned	30.11.2027

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.
- Contracts are conditional upon the selected candidate's willingness to comply with any current or future vaccination requirements that may be established by UNICEF, where applicable. Failure to comply with applicable vaccination requirements, where required and without an approved medical exemption by UNICEF, may result in the withdrawal of the consultancy offer or termination of the contract in accordance with the General Terms and Conditions of Contract.
- 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 requirements:
- Education: Master`s degree in Education Development, Educational leadership, school leadership, curriculum design, school coaching and mentoring, and any other educational fields
- Work Experience: Minimum eight (8) years of progressively responsible experience in education programming, including:
- Educational leadership
- School leadership curriculum design
- School-based programmes including headteacher training and school improvement plans
- Facilitation skills, particularly of master trainers, headteachers and school support officers/district education officers
- Educational coaching and mentoring particularly of school leaders and school support officers/district education officers and education stakeholders
- Education programme implementation.
- Stakeholder engagement and partnership management.
- Monitoring, evaluation and reporting.

- Working with government education systems in Nigeria.
- Preferred:
- Experience working with Ministries of Education
- Experience implementing donor-funded programmes.
- Experience working with UNICEF, UN agencies or international NGOs.

- Skills:
- Knowledge/Expertise/Skills:
- Demonstrated expertise in educational leadership
- Coaching and mentoring skills with headteachers and teachers and community leaders
- Facilitation skills, especially high level workshops with senior education officials
- Excellent written and oral communication skills in English, with experience translating evidence for and communicating with a broad range of actors (including government) on sensitive issues.
- Stakeholder relationship collaboration
- Language Requirements: Fluency in English
- Desirables:
- Proven experience of the OOSC and FLN landscape, ideally in Sub-Saharan Africa and Nigeria specifically
- Ability to present ideas concisely for diverse audiences and to give practical, actionable advice grounded in evidence.