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TERMS OF REFERENCE FOR TEMPORARY APPOINTMENT

Title:	Education Manager
Level:	NOD
Appointment Type:	Temporary Appointment (TA)
Duration:	12 months
Duty Station:	Lagos, Nigeria
Reporting to:	Chief of Education

BACKGROUND:

Nigeria is the most populous country in Africa with approximately 213 million people, with a half of the population is below 18 years of age, in 2021. The country has strived to provide quality inclusive education for all children under the Sustainable Development Goal 4 and increased access to education and closed gender gaps particularly in primary education. However, the country falls short of the goal.

Nigeria accounts for the largest global share of out of school children (15 per cent). 10.2 million children at primary school age and 8.1 million children at junior secondary school age are still out of school, although the basic education is compulsory in the country.[1] This implies that approximately one in three children at basic education level are out of school. Equally concerning are children do not learn even if they attend school due to poor quality of education. For instance, about 70 per cent of students in grade 5 do not acquire foundational literacy and numeracy skills in 2021.[2] Importantly, the educational challenges are not equally distributed across the country, with children from poor families, rural areas, and northern areas with a higher security risk more excluded from education and learning.

The lack of access to quality education has a significant impact on the future of children and the country. Children who do not complete basic education and acquire foundational skills are less likely to find a job in an increasingly knowledge-based economy, which in part contributes to the low employment at 37 per cent in Nigeria.[3] These children are also less likely to increase their wellbeing, to be actively engaged citizens, and to nurture healthy and prosperous families. This in turn limits the opportunities for the country to drive economy and reduce poverty and build more inclusive, democratic societies.

PURPOSE OF THE ASSIGNMENT:

Under the supervision of the Chief of Education, the Education Manager will lead the Advancing Children's Continuous Education and School Success ACCESS programme, which is part of EOF's Leaf programme in Lagos. This is as state-level programme with the goal of enrolling over 9000 OOSC, across 7 LGAs, in schools, retain them for two years and ensure that every child progresses in their learning. The Education Manager will be responsible for the successful planning, and implementation of this programme. This includes close collaboration with EOF, LASUBEB, UNICEF and the other two implementing partners to ensure that maximum success can be achieved. This is a results-based programme, so vision, drive and commitment are essential requirements for this role. This programme is a co-creation between UNICEF and LASUBEB and continual collaboration with LASUBEB is essential in this role. The education manager will also manage and coach 10-12 education experts who will each work with a group of schools in the 7 LGAs, a data consultant. The education manager will have a strong

[1] UBEC (2019). Personnel Audit and Digest of Basic Education Statistics in Nigeria 2018.
[2] National Bureau of Statistics and UNICEF. (2022). Nigeria 2021 multiple indicator cluster survey (MICS) & national immunization coverage survey (NICS): Survey findings report. Abuja: NBS.
[3] ILO. (2021). Nigerian Youth Employment Action Plan (2021-2025).

education background with substantial experience in understanding the complexities of working with children and families who are out of school.

MAJOR RESPONSIBILITIES

1. **Programme management and reporting in Lagos Field Office on the ACCESS programmme**
   - At all times, work in close collaboration with LASUBEB, the seven LGAs and the school headteachers to ensure that the programme is delivered successfully.
   - In collaboration with LASUBEB, develop and update the costed education workplan and programmes for ACCESS progamme in coordination with the UNICEF education team in the country office.
   - Manage the workplan with strategic flexibility and oversight so that plans can be updated when required to meet emergent needs.

2. **Project implementation, monitoring, and delivery of results**
   - Fulfill the responsibility of reporting of the programme as required by EOF and UNICEF, which includes ensuring the collection of data, development of reports, organization of quarterly review meetings with the state government, and deep dives on the progress of the programme.
   - Conduct regular monitoring of the project sites and progress and update project workplans regularly by organizing coordination meetings, tracking results against the targets, and updating the workplans.
   - Take the lead in planning and coordinating field visits with LASUBEB, LGA and UNICEF staff.
   - Coordinate the preparation of quality reports for EOF in collaboration with the UNICEF team in the country office.

3. **Education system strengthening**
   - Lead education stakeholder coordination with the state government agencies, Lagos Education Access Fund (LEAF) Implementing partners and school authorities to address education challenges as they emerge.
   - Provide technical support to the state and local governments in developing, implementing, evaluating evidence-based, solution-oriented state and local sector plans in collaboration with the UNICEF education team in the country office.
   - Support the operationalization of DNEMIS for collecting all the ACCESS education data in collaboration with State and LGA officials

4. **Communication, advocacy, stakeholder engagement and partnership building**
   - Build and sustain collaborating partnerships with state and local government agencies, academia, local communities, and other development partners through communication, advocacy and stakeholder engagement activities.
   - Support media engagement in collaboration with the CAP team to disseminate UNICEF's work to wider stakeholders, increase the visibility of UNICEF, and gain stakeholders' trust and support to UNICEF's initiatives.

5. **Supervision, coaching and capacity building of the team**
   - Engage in coaching, mentoring, training and supervising the education experts who will support the ACCESS programme implementation in the 7 LGAs
   - Organize quarterly, mid-year and end of year meetings with Education experts to provide guidance and feedback on their work.

QUALIFICATIONS AND EXPERIENCE

Education:

- An advanced university degree in education is required

Experience:

Required experience

- A minimum of eight years of professional experience in programme planning, implementation and management in education.

Desired experience

- Experience in working in the education sector and with OOSC programmes in Nigeria.
- Experience in working for a UN agency or an international organization will be an asset.

Technical Skills:

Required skills

- Leadership in leading, supervising and coaching a diverse team to achieve results.
- Demonstrated expertise in managing large donor-funded projects.
- Competencies in coordinating and collaborating with government and donor partners.
- Demonstrated skills in leading high-level sector coordination in the education sector.
- Excellent communication skills, including writing and oral presentation.

Language Requirements:

Required competencies

- Fluency in English (verbal and written).

Desired competencies

- Knowledge of another official UN language or a local language in Nigeria

Core Values:

- Care, Respect, Integrity, Trust, Accountability

Core Competencies:

- Demonstrates self-awareness and ethical awareness (2)
- Works collaboratively with others (2)
- Builds and maintains partnerships (2)
- Innovates and embraces change (2)
- Thinks and acts strategically (2)
- Drive to achieve impactful results (2)
- Manages ambiguity and complexity (2)
- Nurtures, leads and manages people (2)