

Call for Consultancy
Request for written proposal

Reference: MM/HR/20180329

Issue date: 29 March 2018

Type of Contract: Contract for Individual Consultant

Organizational Unit: UNESCO Project Office, Myanmar (Education)

Duration: 14 May 2018 to 30 September 2018

Closing date: 18 April 2018 (by 17:00 Yangon time)

I. Background

Recognizing that teachers are one of the most important school-level factors in ensuring quality student learning outcomes, the Government of Myanmar has prioritized teacher education in its broader education reform efforts. The National Education Strategic Plan (NESP) 2016-2021 outlines the goal of improving the quality of pre-service teacher education through upgrading the current 2-year Diploma course in Education Colleges (ECs) to a 4-year Degree programme in line with international standards of teacher education.

This goal is set as a longer-term reform goal for which the Ministry of Education (MoE) will need to develop a Master Plan considering a) existing human resources at ECs in relation to existing and newly proposed specialized courses; b) teacher competency frameworks; and c) projected demand among teacher trainees. The NESP further states that “the MoE will develop and cost a plan for the phased introduction of degree courses and specialized courses at ECs, in close co-ordination with the Universities of Education and University for Development of National Races”.

Through the “Strengthening of Pre-service Teacher Education in Myanmar” (STEM) Project, which is supported by the Australian and Finland Government, UNESCO is working in close partnership with the MoE to improve the pre-service teacher education system in Myanmar through policy and institutional capacity development in targeted 25 ECs – the institutions responsible for the initial training of the majority of Myanmar’s primary and lower secondary school teacher workforce.

Attachment A

Project: *Strengthening Pre-Service Teacher Education in Myanmar:*
Produce EC management structure and options paper for upgrade of ECs
TERMS OF REFERENCE

EC Management Structure	1. Drafting summary presentation of current EC management structure
	2. Finalising summary presentation of current EC management structure
Options paper for upgrade of ECs	1. Drafting options paper for upgrade of ECs
	2. Finalising options paper for upgrade of ECs

II. Objectives

The objectives of this consultancy is to seek an individual consultant or an institution to assist with producing a review of current EC management structure and an options paper for upgrade of ECs with introduction of the new 4-year degree program.

III. Assignment

Under the overall authority of the Director of UNESCO Regional Bureau for Education in Asia and the Pacific, and under the direct supervision of the Head of Office, UNESCO Project Office in Myanmar, the consultant or institution shall undertake the following tasks:

1. In consultation with UNESCO project staff, conduct a literature review and produce a summary presentation of the current management of Myanmar Education Colleges (ECs), including:
 - a. Review existing assessment reports of EC management;
 - b. Review data on student and staff numbers, and infrastructure, including item costs, per EC (as prepared for the UNESCO-IIEP supported simulation model for calculating teacher needs);
 - c. Review literature on teacher needs in basic education;
 - d. Compare management structure and procedures of ECs with the Universities of Education (UoEs);
 - e. Obtain and check accuracy of data and information through interviews with MoE officials and other relevant stakeholders;
 - f. Produce a first draft presentation for discussion;
 - g. Produce a revised and final presentation.

2. In consultation with UNESCO Myanmar project staff and UNESCO IIEP simulation model and costing specialist, produce an options paper for upgrade of Myanmar Education Colleges from the current structure to providing a 4-year degree programme, including:
 - a. Mapping of the demand for new teachers per state/region by level of education based on available data and calculations, with estimated multi-year projections of intake of student teachers and staff needs per EC (including long-term and short-term courses provide in ECs);
 - b. Mapping of the estimated infrastructure needs (considering good working, living, and study conditions for staff and students) per EC based on the estimated student and staff numbers, compared with available MoE budget for upgrade of ECs;
 - c. Review of international best practice models in roll-out of curriculum reforms and change of management structures in (teacher) education institutions;
 - d. Proposed new management structure of ECs based on current MoE plans for alignment with UoEs;
 - e. Obtain and check accuracy of data and information through interviews with MoE officials and other relevant stakeholders;
 - f. Work with simulation model specialist to include costing of options;
 - g. Produce a first draft options paper for consultation;
 - h. Produce a revised and final options paper

IV. Deliverables

1. Draft summary presentation of current EC management structure by 29 June 2018
2. Final summary presentation of current EC management structure by end of July 2018
3. Draft options paper for upgrade of ECs by end of July 2018
4. Final options paper for upgrade of ECs by end of September 2018

V. Inputs of UNESCO and the contractor

UNESCO will:

- Regularly monitor the effective and timely implementation of the tasks outlined in the ToR;
- Provide advice to the contractor on the implementation of activities when needed.

The contractor will:

- Submit an inception report with a detailed work plan for approval and carry out the tasks according to the ToR and agreed timeline in regular consultation and coordination with UNESCO;
- Ensure that deliverables and reporting requirements are met to the highest standards. Provide regular updates to UNESCO on the progress of work.

VI. Timing and Duration of contract:

Three and half months' part-time work over the period starting from 14 May 2018 to 30 September 2018. Number of days, number of consultants (applicable if an institution is granted the contract), and approach should be outlined in the proposal based on the tasks described above.

VII. Required travel (if any)

The work will be home-based, but with attendance at consultation meetings in Yangon, Myanmar.

VIII. Qualifications/Requirements

EDUCATION: Advanced university degree in education and/or related fields; PhD or Master's degree with specialization in teacher education is desirable.

WORK EXPERIENCE: Minimum of five years of relevant work experience in education at national and international levels, including previous experience working on teacher education reforms; relevant experience working with education systems in post-conflict and post-disaster countries or in Myanmar is highly desirable. At least one previous working experience with the UN or International organizations is desirable.

SKILLS AND COMPETENCIES: Technically sound in planning, leadership and management, preferably in the area of teacher education; excellent written and oral communication skills; demonstrated ability to work successfully in a multicultural environment; Good IT skills

LANGUAGES: Excellent knowledge of English; working knowledge of Burmese would be an asset, but is not required.

Request to submit a written proposal for a work assignment with UNESCO

UNESCO is inviting written proposals from Individual Consultants or Institutions for the work assignment described in attachment A.

To enable you to prepare a proposal for this assignment, please find attached the Terms of Reference (see attachment A);

Your written proposal should comprise:

- (a) A Technical Proposal consisting of
 - an up to date curriculum vitae, and
 - an approach and methodology for the assignment, a work plan and comments on the Terms of Reference if any (in brief).
- (b) A Financial Proposal for the assignment quoted in US dollars only. Please show any travel costs separately.

Your proposal and any supporting documents must be in English.

UNESCO places great emphasis on ensuring that the objectives of the work assignment, as described in the Terms of Reference, are met. Accordingly, in evaluating the proposals for the assignment, attention will focus first and foremost on the technical elements. From those proposals deemed suitable in terms of the criteria in the Terms of Reference, UNESCO shall select the proposal that offers the Organisation best value for money.

Your proposal should be submitted by e-mail no later than **17:00 (Yangon time) on 18 April 2018**. E-mail proposals should not exceed 5MB.

The e-mail address is: yangon@unesco.org

It is the individual or institution's responsibility to ensure that your proposal is received by the deadline.

Thank you for your interest in this UNESCO assignment; and we look forward to receiving your proposal.

Min Jeong Kim
Head of Office
UNESCO Yangon Project Office