

TERMS OF REFERENCE

for Consulting Services (Individual Consultant)

Content Development Project Manager 1 (Primary School)

Contract No. LEARN-IC-NIO-2.2

Lifting Education Access and Resilience in Times of Need in Ukraine Program

URTF Grant No. TF0C5794

I. BACKGROUND

Ukraine and World Bank have signed the agreements for the Program "Lifting Education Access and Resilience in times of Need in Ukraine Program" (hereinafter referred to as the LEARN or Operation).

The Operation total financing is US\$415 million using a combination of the World Bank's financial instruments: Program-for-Results (PforR) complemented by Investment Project Financing (IPF).

The Program-for-Results (PforR) is implemented through a US\$235 million credit provided by Bank resources, supported by credit enhancement from the Advancing Needed Credit Enhancement for Ukraine (ADVANCE Ukraine) Trust Fund, which is backed by the Government of Japan. This is formalized under the Financing Agreement between Ukraine and the International Development Association for the Program (CREDIT NUMBER 7626-UA). An additional US\$150 million is provided under the Special Program for Ukraine and Moldova Recovery (SPUR) of the International Development Association (IDA) Crisis Facility, as outlined in the Loan Agreement between Ukraine and the International Bank for Reconstruction and Development for the Program (LOAN NUMBER 9721-UA).

Furthermore, US\$30 million in Investment Project Financing (IPF) is secured under the Grant Agreement between Ukraine and the International Bank for Reconstruction and Development and the International Development Association, acting as the administrator of the Ukraine Relief, Recovery, Reconstruction, and Reform Multi-Donor Trust Fund (URTF GRANT NUMBER TF0C5794).

Hereinafter, the portion of the Operation financed through the PforR will be referred to as the Program, and the portion financed through the IPF will be referred to as the Project.

LEARN was developed to address critical challenges and provide essential support to the education sector, aligning with the Ministry of Education and Science's (MoES) Strategic Action Plan.

The Operation will focus on supporting the Strategic Action Plan Priority 2: School education and the New Ukrainian School (NUS). The continuation of the NUS reform is a key priority of the MoES.

The objectives of the Operation are to (i) improve teaching and learning conditions; and (ii) strengthen management capacity of the education system.

For this program, "teaching and learning conditions" refer to three critical factors of education service delivery:

- i. safety, including shelters as a pre-condition for schools to open for in-person learning and free and inclusive school bus transportation for students living further distances from schools;
- ii. learning materials, especially updated textbooks and age-appropriate learning materials in line with the NUS model; and
- iii. teachers trained on NUS standards, principles, and the use of the updated learning materials.

Meanwhile, "management capacity of the education system" refers to institutional capabilities to plan, allocate, and monitor resources based on robust data at the student and school levels.

The NUS Implementation Office (NIO) will be established by the Ministry as an advisory and consultative body. The NIO's primary purpose is to support and implement the New Ukrainian School (NUS) reform by providing expert guidance, strategic oversight, and coordination of reform initiatives across Ukraine.

II. OBJECTIVE

The Content Development Project Manager 1 is responsible for coordinating the development and quality assurance of educational content for primary school (grades 1–4) within the New Ukrainian School (NUS) reform. The role ensures that content supports competency-based learning, inclusivity, and meets the pedagogical and developmental needs of young learners.

III. SCOPE OF SERVICES

The Consultant shall provide the following services, including but not limited to:

- Plan and supervise the development of content for primary school grades (1-4) in alignment with NUS standards and the State Standard for Primary Education.
- Coordinate work of subject matter experts, instructional designers, and editors to ensure quality, relevance, and age-appropriateness of learning materials across 10 educational domains.
- Manage project timelines, deliverables, and quality control processes related to content creation.
- Ensure that all materials are inclusive, accessible, non-discriminatory, and engaging for diverse student groups.
- Collaborate with UIRO for approval procedures and integration of expert reviews.
- Collect and analyze feedback from pilot schools to improve materials based on field testing results.
- Coordinate the development of methodological recommendations, consolidating internal NIO and external expert inputs and ensuring alignment with curriculum and TLM.

- Liaise with Digital Education and Training teams to support integrated delivery of content across multiple platforms.

IV. REPORTING

The Content Development Project Manager 1 reports directly to the LEARN coordinator and works under the supervision of the NIO Content Development Coordinator and Head of NIO. Works closely with the Preschool education unit of NIO and other technical units.

V. PROVIDED RESOURCES

MoES shall provide the Consultant with the information necessary to carry out his/her assignment in a timely manner. MoES shall provide the Consultant with a workplace, including necessary equipment to carry out his/her functions (e.g. PC, communications and office equipment).

VI. QUALIFICATION REQUIREMENTS

Minimum requirements (mandatory):

- Minimum 2 years of experience in education project management, curriculum design, or textbook development
- Strong understanding of the NUS reform and State Standard for Primary Education
- Experience working with interdisciplinary teams on educational product development
- Masters degree in pedagogy or related field
- Fluency in Ukrainian and at least intermediate (B1–B2) level of English

Desired Skills and Qualifications:

- Experience working in or with primary education institutions
- Knowledge of early childhood and developmental pedagogy
- Experience in preparing materials for digital and printed use
- Familiarity with inclusive education principles and adaptation of materials for different learners
- Excellent communication, organizational, and team coordination skills
- Knowledge of data collection process and analysis skills

VII. PERIOD AND LOCATION OF EMPLOYMENT

The Consultant shall provide his/her services until August 31, 2027. The contract may be extended subject to satisfactory performance and mutual agreement between the Consultant and the Ministry of Education and Science (MoES) during the Program financing period.

The Consultant shall provide his/her services on a full-time basis.

The incumbent will be based in Kyiv, Ukraine. The Consultant should be required and expected to take business trips to other regions of Ukraine to support implementation of the Project.

VIII. APPLICATION PACKAGE

Interested persons should submit their CVs in Ukrainian and English at the following email address: oleksandr.radchenko@uiherp.org Cc: serhiy.artemenko@uiherp.org & maryna.chubenko.piu@gmail.com indicating the email subject: "LEARN: Selection of Content Development Project Manager 1 (Primary School): [NAME]".

The deadline for submission of the documents is 11:00 am Kyiv time June 2, 2025.

If the Consultant fails to provide CVs in both languages, the Client reserves the right to reject the Consultant's application.