

TERMS OF REFERENCE

for Consulting Services (Individual Consultant)

Content Development Project Manager 3 (upper secondary school, content for educational domains)

Contract No. LEARN-IC-NIO-2.4

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 3 is responsible for leading and coordinating the development of educational content for upper secondary school (grades 10–12) within the New Ukrainian School (NUS) reform. The manager ensures that all content is aligned with the State Standard for Upper Secondary Education, supports competency-based learning, and is tailored to the diverse needs of students in academic lyceums.

III. SCOPE OF SERVICES

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

- Coordinate the development of updated concepts for educational domains for upper secondary school.
- Coordinate the development of TLM (teaching and learning materials) for 10 educational domains for upper secondary school.
- Lead the planning and development of teaching and learning materials for grades 10-12 (pilot schools), ensuring alignment with the NUS framework and State Standard.
- Manage interdisciplinary teams of experts, designers, and editors involved in content development.
- Ensure materials are competency-based, inclusive, engaging, and age-appropriate.

- Collaborate with UIRO for approval procedures and integration of expert reviews.
- Coordinate feedback collection from pilot schools and refine TLM based on input.
- Liaise with relevant units to ensure coherence across content and implementation efforts.

IV. REPORTING

The Content Development Project Manager 3 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 Upper Secondary Education Deputy Head of NIO and other functional teams within the NUS Implementation Office.

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):

- At least 2 years of experience in education project management or curriculum/content development
- Advanced understanding of the State Standard for Upper Secondary Education and NUS principles
- Experience in managing cross-functional teams and complex timelines
- Higher education degree in education, project management, or a relevant field
- Proficiency in Ukrainian and B1 or higher level in English

Desired Skills and Qualifications:

- Knowledge of modern educational trends, digital learning, and assessment tools
- Familiarity with inclusive education principles and universal design for learning
- Strong communication, organizational, and leadership skills
- Experience collaborating with international education projects or donor-funded initiatives

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 part-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 3 (upper secondary 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.