

TERMS OF REFERENCE

for Consulting Services (Individual Consultant)

Data Analyst

Contract No. LEARN-IC-NIO-7.12

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 Data Analyst supports evidence-based implementation of the New Ukrainian School (NUS) reform through data collection, processing, visualization, and analysis. The role ensures the timely availability of high-quality education data to inform planning, reporting, and decision-making processes within the NIO and MoES.

III. SCOPE OF SERVICES

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

- Collect, clean, and analyze quantitative and qualitative data from NUS-related projects, surveys, and administrative sources.
- Develop and maintain dashboards and data visualizations to communicate reform progress and key metrics.
- Support the monitoring of performance indicators, KPIs, and progress towards NUS implementation targets.
- Work with thematic teams (content, infrastructure, training, school autonomy, etc.) to meet their data and reporting needs.
- Assist in the development of data tools, questionnaires, and methodologies in cooperation with M&E and IT teams.
- Identify trends, risks, and implementation gaps through statistical analysis.
- Prepare periodic data reports, policy briefs, and presentations for internal and external stakeholders.

- Ensure adherence to data protection and privacy policies when handling sensitive information.

IV. REPORTING

The Data Analyst reports directly to the LEARN Coordinator and works under the supervision of the Head of the NUS Implementation Office and under the direct guidance of the M&E Coordinator. Provides monthly data updates, contributes to consolidated monitoring reports, and supports data requests from sectoral teams.

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 3 years of experience in IT, data analysis, statistics, or monitoring and evaluation
- Bachelor's or Master's degree in data science, statistics, economics, public policy, or a related field
- Proficiency in MS Excel, Power BI, or similar visualization tools
- Knowledge of data collection methods and experience with Google Forms and Google Sheets in terms of data collection (surveys, administrative data, etc.)
- Ability to process data using Google Sheets, Excel, Python or their analogues;
- Programming skills that allow collecting, processing and visualizing data;
- Ability to quickly learn new methods of data processing and visualization.
- Fluency in Ukrainian;

Desired Skills and Qualifications:

- Familiarity with the Ukrainian education system or educational reform initiatives;
- Experience working in international or donor-funded projects
- Familiarity with SQL, R, Python, or other statistical programming languages
- Strong presentation and data storytelling skills
- Ability to interpret complex data in a policy-relevant way
- Excellent organizational and time management skills
- English language proficiency at B1 level or higher

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 Program.

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 Data Analyst: [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.