

## **TERMS OF REFERENCE**

for Consulting Services (Individual Consultant)

### **Content Development Coordinator**

Contract No. LEARN-IC-NIO-2.1

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 Coordinator leads the strategic and operational management of all content-related activities within the New Ukrainian School (NUS) reform under the LEARN Program. The objective of the assignment is to ensure high-quality, inclusive, and competency-based TLM development in alignment with NUS standards, timelines, and reform goals. The Consultant will coordinate subject matter teams, oversee TLM development processes, and ensure integration with the national curriculum and pilot implementation plan.

## **III. SCOPE OF SERVICES**

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

- Coordinate and oversee the full cycle of content development across primary, basic secondary, and upper secondary school levels.
- Supervise and mentor Content Development Project Managers and collaborate with subject-specific Content Experts to ensure high-quality content delivery.
- Lead and coordinate the development of TLM across primary, basic, and upper secondary school levels, with emphasis on grades 9–10.
- Ensure that all content aligns with the State Educational Standards and the NUS framework.
- Manage collaboration with UIRO, MoES, teacher training teams, and digital content developers.
- Provide quality assurance for learning materials, model curricula, textbooks, and teacher guides.
- Contribute to the development and implementation of guidelines and editorial policies for content production.

- Coordinate review and feedback processes, including expert and public consultations.
- Ensure alignment of digital and printed content streams and promote accessibility and inclusivity principles.
- Coordination of student assessment in accordance with the principles and approaches of the NUS, explanation, and preparation of supporting documents.
- Support capacity building of teams and facilitate knowledge-sharing across subject groups.
- Prepare strategic updates and progress reports for MoES leadership and donors.
- Conducting awareness-raising activities on educational strategy, policies, etc.

#### **IV. REPORTING**

The Content Development Coordinator reports directly to the LEARN Coordinator and works under the supervision of the Head of NIO. Provides monthly progress reports and milestone tracking updates. Collaborates closely with the Training Unit, Digital Education Unit, UIRO, and regional education authorities.

#### **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 curriculum/content development or education program management
- Deep understanding of the NUS reform and national educational standards
- Higher education degree in education, curriculum design, or related fields
- Proven experience in leading interdisciplinary teams and managing complex workflows
- Excellent command of Ukrainian; English language proficiency at B1 or higher.

##### **Desired Skills and Qualifications:**

- Experience in content development across various formats (digital, print, multimedia)
- Knowledge of inclusive education and accessibility standards
- Experience with donor-funded education projects or reform implementation
- Strong leadership, communication, and coordination 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 Program.

## **VIII. APPLICATION PACKAGE**

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

The deadline for submission of the documents is 11:00 am Kyiv time June 6, 2025.

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