

TERMS OF REFERENCE

for Consulting Services (Individual Consultant)

Content Development Project Manager 2 (Basic Secondary School)

Contract No. LEARN-IC-NIO-2.3-2

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 total financing for the Operation is US\$419.9 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 loan 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 Loan Agreement between Ukraine and the International Bank for Reconstruction and Development for the Program (LOAN NUMBER 9721-UA).

An 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 Financing Agreement between Ukraine and the International Development Association for the Program (CREDIT NUMBER 7626-UA). An additional financing in the amount US\$4,9 million has been made available under the Credit Agreement (Credit No. 7905-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 objective of this assignment is to manage and coordinate the development of educational content for basic secondary education within the NUS reform implementation.

III. SCOPE OF SERVICES

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

- Manages the planning and execution of content development projects to meet NUS educational standards.
- Ensures coordination with content creators and experts to develop high-quality and relevant learning materials.
- Monitors project timelines and resource utilization.

- Ensures content compliance with the State Standard of Basic Secondary Education and NUS principles.
- Coordinates the review and approval processes for learning materials.
- Collaborates with the NUS Implementation Office team to ensure consistency across all educational materials.

IV. REPORTING

The Content Development Project Manager reports to the Content Development Coordinator. For operational matters, works in coordination with the content expert team.

The Consultant shall submit monthly reports in hard copy. The reports shall include a description of the Consultant's services during the reporting period and time sheets.

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 1 year of experience in collaboration with national and local government authorities
- At least 2 years of professional experience in project management and administration/implementation
- At least 2 years of experience in education sector, preferably school education
- Experience of cooperation with international financial or donor organizations
- Advanced spoken and written English (upper intermediate or better level of English including knowledge of terminology related to the Project)
- Fluency in Ukrainian

Desired skills and qualifications:

- Solid understanding of the school education system in Ukraine, specifically the New Ukrainian School Reform
- Leadership and ability to lead teams
- Strong grasp of all stages of program cycle management and quality standards in education
- Experience in drafting normative acts
- Strong interpersonal, consensus building and negotiating skills
- Ability to adapt to changing circumstances and priorities
- Crisis management experience

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 Project financing period.

The Consultant shall provide his/her services on a full-time basis. The incumbent will be based in Kyiv, Ukraine.

VIII. APPLICATION PACKAGE

Interested persons should submit their CVs in Ukrainian and English at the following email address: oleksandr.radchenko@uiherp.org indicating the email subject: "LEARN: Selection of Content Development Project Manager 2: [NAME]".

The deadline for submission of the documents is 11:00 am Kyiv time December 17, 2025.

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