

## **TERMS OF REFERENCE**

for Consulting Services (Individual Consultant)

### **International Cooperation Specialist in Higher Education**

Contract No. MOES-C3-05-SUP-IC-08-RR

Ukraine Improving Higher Education for Results Project

World Bank Loan No. 9238-UA

#### **I. BACKGROUND**

Ukraine and the International Bank for Reconstruction and Development (IBRD; the World Bank) have signed Loan Agreement No. 9238-UA in the amount of US\$200 million for the Project “Ukraine Improving Higher Education for Results” (hereinafter referred to as the Project). The Project is implemented in Ukraine by the Ministry of Education and Science of Ukraine (MoES) with the support of the World Bank Group. The Project implementation period is 2021-2026.

The Project Development Objective (PDO) is to improve efficiency, quality conditions, and transparency in Ukraine's higher education system.

The Project includes six Parts:

- Part 1: Sector-Wide Improvements to Governance, Financing, Quality, and Transparency;
- Part 2: Alliances/Partnerships for Improved Efficiency and Quality;
- Part 3: Capacity Building and Education Environment Enhancement;
- Part 4: Project Management, Monitoring & Evaluation
- Part 5: Support to Academic and Social Scholarships for Higher Education Students
- Part 6: Contingent Emergency Response Component (CERC)

The Project supports two categories of expenditures: (i) traditional investments in goods, works, and services, for which disbursements are made against eligible expenditures, and (ii) defined performance-based conditions (PBCs), for which disbursements are also made against eligible expenditures conditional on the achievement of the PBCs as defined in the Loan Agreement and Project Operational Manual.

Within the framework of Part 3 of the Project, it is planned to engage specialized consultants to promote effective management of the higher education and research system, as well as higher education institutions, and to provide support for the implementation of digital, financial, personnel and other areas of higher education reform at the institutional level.

More detailed information is given at the link

<https://projects.worldbank.org/en/projects-operations/project-detail/P171050>.

The Consultant on International Cooperation in Higher Education will be contracted through competitive selection in accordance with the Procurement Regulations for IPF Borrowers (7-th edition, September 2025). This Terms of References defines the purpose, scope, and duration of consulting services and the qualification requirements for the Consultant.

#### **II. OBJECTIVE**

This assignment aims to support the activities of the Ministry of Education and Science of Ukraine in developing international cooperation by coordinating the international dimension of higher education

reforms and engaging external partners to improve the higher education sector within the framework of the Ukraine Improving Higher Education for Results Project.

The role of the Consultant on International Cooperation in Higher Education involves ensuring support for all activities aimed at achieving the PDO by aligning international cooperation with the needs of higher education in Ukraine. The Consultant is expected to coordinate cooperation with international partners and align activities within the Project with best foreign practices, contributing to the successful implementation of all its components.

### **III. SCOPE OF SERVICES**

The Scope of services to be provided by the Consultant shall include but not be limited to the following:

- Alignment of international components of higher education reforms with key policies and strategies of the MoES; preparation of analytical notes and proposals to management.
- Preparation and coordination of international initiatives of the MoES in the field of higher education, including Twinning, English for Ukraine, Erasmus+.
- Alignment of international cooperation with the needs of the Ukrainian higher education sector, which primarily consist in expanding academic mobility of students, scientific-and-pedagogical and research workers to partner countries.
- Ensuring interaction of the MoES with partners in higher education.
- Ensuring the search for international partners and financial support consistent with the needs of Ukraine in the higher education sector, maximizing the impact and success of joint initiatives, including the development of joint educational programs by Ukrainian and foreign organizations, active interaction with key stakeholders,.
- Ensuring clear and consistent communication with foreign partners, organizing interaction with foreign universities, foundations, development agencies (communication, meetings, visits, preparation of reference materials, briefings) and preparing detailed reports on international cooperation.
- Providing support to universities in preparing international cooperation projects (grants, mobility, institutional development, etc.) and scaling up successful practices.
- Preparing information and analytical materials to ensure full participation of Ukraine in international events and proper representation of Ukrainian higher education at them.
- Executing other assignments related to Project implementation within the scope of competence at the request of the Deputy Minister of Education and Science of Ukraine who is responsible for the higher education system.

The Services by the Consultant are expected to contribute to producing the outcomes and deliverables, including, but not limited to, the following:

- Analytical notes on developments of higher and adult education in the European Higher Education Area (EHEA) and in the world.
- Representation of MoES in the international activities, events (including their preparation and development of information and analytical materials) and projects.
- Contribution to the preparation of draft international initiatives and project applications.
- Monitoring reports on international projects, including those implemented by HEIs.

#### **IV. REPORTING**

The Consultant will report to the Project Coordinator (Co-Coordinator) and Deputy Minister of Education and Science of Ukraine who is responsible for the higher education system and act under their supervision. The Consultant coordinates his/her activities with the Project manager – Lead of the group of consultants.

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

#### **V. PROVIDED RESOURCES**

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

#### **VI. QUALIFICATION REQUIREMENTS**

##### **Minimum requirements (mandatory):**

- Higher education (at least a Master's degree) in International Law, International Relations, or a closely related field.
- At least five (5) years of proven experience in analytical and/or project coordination work in the areas of international policy, European integration, and international cooperation (public sector, think tanks, business associations, etc.).
- Hands-on experience in preparing analytical reports, briefs, and research materials for senior-level stakeholders; ability to work under tight deadlines and handle confidential information.
- Proficient user of standard office software: MS Office and Google Workspace.
- Experience in providing written translation and/or supporting day-to-day working communication with international partners; ability to conduct official communication in a multicultural environment.
- In-depth knowledge of EU policy priorities and instruments, as well as the EU–Ukraine agenda (including the EU–Ukraine Association Agreement and the relevant legal frameworks/regimes).
- Fluent command of Ukrainian.
- English proficiency at C1 level or higher (supporting documents proving the level must be provided).

##### **Desirable qualifications, competencies, and experience which provide the advantage:**

- Knowledge of additional EU language at a minimum B2 level (supporting documents proving the level must be provided).
- Experience working with academic/analytical databases and tools (e.g., ResearchGate, JSTOR, Podio, or equivalent).
- Experience in liaising with and/or coordinating engagement with international partners, national institutions, or donors within international technical assistance programmes.

The MoES may invite the best-qualified candidates to an interview to clarify information provided in the respective CVs.

#### **VII. PERIOD AND LOCATION OF EMPLOYMENT**

The Consultant shall provide his/her services until December 31, 2026, with the possibility of extending the contract.

The Consultant is expected to provide the services based on the full-time workload. The Client and the Consultant may negotiate other workloads at any time, given the actual scope of the assignment.

Particular contract and work mode modalities are subject to negotiations.

### **VIII. APPLICATION PACKAGE**

Interested persons should submit their CVs in Ukrainian and English to the following email address: [oleksandr.radchenko@uiherp.org](mailto:oleksandr.radchenko@uiherp.org) and indicating the email subject: «P171050: MOES-C3-05-SUP-IC-08-R3: [NAME]».

The deadline for submission of the documents is 11:00 AM local time on June 5, 2026.

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