

TERMS OF REFERENCE

for Consulting Services (Individual Consultant)

Regulatory Analyst

Contract No. LEARN-IC-NIO-8.2

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 the 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 Development Association 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 Bank for Reconstruction and Development 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.
- iv. 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 Regulatory Analyst is responsible for supporting the review, analysis, and monitoring of regulatory documents, procedures, and implementation mechanisms within the New Ukrainian School (NUS) reform. The Consultant's work is directly tied to the Investment Project Financing (IPF) component of LEARN and linked to specific Disbursement-Linked Results (DLRs) and Project activities. In particular, the Analyst will ensure that regulatory acts underpinning teacher professional development, textbook provision, education subvention allocation, and institutional capacity building are prepared in line with the requirements of the Loan and Grant Agreements. The Consultant will provide analytical and drafting support so that all regulatory products are

evidence-based, implementable, and coherent with MoES policy goals, while also ensuring consistency with international best practices and feasibility within the Ukrainian legal framework.

III. SCOPE OF SERVICES

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

- Conduct regulatory analysis of draft and existing legal and policy documents relevant to the NUS reform and LEARN IPF component, with a focus on regulations directly required for achievement of Disbursement Linked Results (DLRs) and IPF activities.
- Support the development of new regulatory mechanisms, including preparation of concepts, explanatory notes, and justifications for proposed legal acts and decisions, restricted to those necessary for the LEARN Project. Priority areas include:
 - allocation criteria for education subventions;
 - approval of training plans for teachers and school leaders;
 - textbook and learning materials provision;
 - regulatory standards for infrastructure planning and capacity building.
- Assist in the drafting and preparation of normative and procedural documents (ministerial orders, decrees, methodologies, technical procedures, operational protocols) directly linked to the following DLRs:
 - subvention allocation rules;
 - teacher professional development;
 - textbooks and learning materials;
 - updated formula for the education subvention.
- Conduct comparative legal and policy research, including benchmarking proposed regulatory solutions against EU and international education practices to ensure feasibility and alignment with global standards.
- Monitor the approval and adoption process for NUS-related regulations, facilitating inter-institutional coordination with the MoES Legal Department, Ministry of Justice, Ministry of Finance, and other relevant stakeholders.
- Prepare implementation guidelines, explanatory notes, FAQs, and communication materials to accompany new or amended regulations, ensuring clarity and accessibility for implementers.
- Produce analytical outputs such as policy briefs, background papers, and summaries to inform MoES leadership, NIO coordination units, and development partners on regulatory progress, risks, and bottlenecks.

IV. REPORTING

The Regulatory Analyst reports directly to the LEARN Coordinator and works under the supervision of the Legal Specialist Coordinator and the Head of NIO. Provides monthly progress reports and milestone tracking updates. The position is based exclusively within the NUS Implementation Office (NIO). While day-to-day collaboration is limited to NIO's internal legal and coordination functions, the Analyst will also ensure necessary coordination with the MoES Legal Department and other institutional legal teams involved in the official review and adoption of MoES regulatory acts.

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 legal, policy, or regulatory analysis, preferably in the public or education sector.
- University degree in law, public administration, public policy, or a related field.
- Demonstrated experience in drafting, analyzing, or implementing regulatory or legal documents.
- Knowledge of the Ukrainian legal system, including administrative and education legislation.
- Understanding of the policy development cycle, including impact assessment, stakeholder engagement, and implementation monitoring.
- Strong analytical, writing, and document review skills.
- Ability to summarize complex legal and policy texts into actionable recommendations.
- Fluency in Ukrainian

Desired Skills and Qualifications:

- Familiarity with OECD, EU, or international education policy frameworks.
- Experience supporting public administration reforms or education modernization projects.
- Ability to work with multiple institutional stakeholders and coordinate complex document workflows.
- Experience preparing policy briefs, technical notes, or implementation guidance.
- English 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 (100% FTE, approximately 40 hours per week).

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 indicating the email subject: "LEARN: Selection of Regulatory Analyst: [NAME]".

The deadline for submission of the documents is 11:00 am Kyiv time October 15, 2025.

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