

## **TERMS OF REFERENCE**

### **Coordinator for Early Childhood Education and Care**

#### **I. BACKGROUND**

The Government of the Republic of Macedonia has received Loan from the International Bank for Reconstruction and Development, for implementing the Macedonia Social Services Improvement Project (SSIP).

The SSIP development objective is to expand access to and improve the quality of social services, including preschool services, for vulnerable groups.

The Social Services Improvement Project will help address the challenges that are particularly associated with social exclusion of vulnerable groups and the low quality and fragmentation of Early Childhood Education and Care (ECEC) and social services.

By supporting strengthening the overall social protection delivery system for improved service provision and access to services by existing social assistance recipients and by vulnerable groups and by support of quality early learning for preschool children and their families and strengthen the transition into primary education with focus on inclusive education and learning, the project will contribute to the GoM's ultimate objectives of alleviating poverty and enhancing human capital by supporting the strengthening of the effectiveness and efficiency of the GoM's social safety net and thereby reducing the inter-generational transmission of poverty over the long run.

#### **II. OBJECTIVE OF THE ASSIGNMENT**

Provision of critical inputs to the MLSP for improving access to quality pre-school services.

#### **III. SPECIFIC TASKS**

The Consultant shall be is responsible for:

- Providing technical support to the Ministry of Labor and Social Policy for development of Early Childhood Education and Care (ECEC) services;
- Coordinating the project activities related to the development of quality pre-school services;
- Prepare Terms of reference and other project related documents and reports regarding the ECEC services;
- Coordination of the work of the consultants hired under the Project for the pre-school services development;
- Work closely with the SSIP Grant Administration Coordinator in managing the administration of pre-school grant sub projects and ensuring that are implemented in line with the Project Operational Manual and Grant operational Manual;
- Assisting the municipalities to apply for a grant for new pre-school spaces;

- Organize conferences, workshops, meetings and other events in line with the goals of the SSIP Component 2 - Expanding the access to and improving of the quality of preschool services;
- Coordinating the activities regarding the empowering parents and families to support children's holistic development through increased knowledge about the importance of the early years and about the relevant services available in the community;
- Organization and conducting public consultations and social audit meetings related to the preschool services and the grants for new pre-school spaces;
- Conducting regular monitoring of the activities undertaken under the SSIP Component for expanding and developing of the quality of the services on the basis of agreed monitoring indicators;
- Any other activities related to the implementation of the SSIP project.

#### IV. EXPERIENCE AND QUALIFICATIONS OF CONSULTANT

The Consultant should have the following minimum experience and qualifications:

- University Degree in social sciences (pedagogy or psychology) is required,
- A Master's degree in one of the following fields will be considered as an advantage: education or early childhood development, developmental psychology,
- Minimum of one year of professional experience in education, social development, planning, and management in early learning-related areas;
- Knowledge of play-based learning pedagogies in the early learning and development programmers for children birth to 5 years.
- Experience on projects funded by international organizations shall be considered as an advantage;
- Excellent verbal and writing communication skills in Macedonian and English.

#### V. REPORTING OBLIGATIONS

The Consultant shall regularly debrief the Minister for labour and social policy, SSIP Project Director and SSIP Project Manager, on the progress in respect to the contract obligations performed.

#### VI. DURATION OF ASSIGNMENT

The Consultant will work under a time-based contract. The assignment will be full time, working 8 hours a day on the regular business days in Macedonia. The contract for this assignment will be until June 30, 2024. A downstream work might be needed, subject to Client's business needs under the project and subject to consultant's satisfactory performance.