

**Terms of Reference  
For  
Selection of Individual Consultant**

<b>Job #</b>	N/A
<b>Job Title</b>	<b>Jr. Consultant (Future of Education)</b>
<b>Number of Positions</b>	<b>1</b>
<b>Location</b>	Dhaka, Bangladesh
<b>Appointment</b>	Local Hire
<b>Job Posted</b>	TBA
<b>Closing Date</b>	TBA
<b>Language</b>	Bangla [Essential]; English [Essential]
<b>Appointment Type</b>	Time-Based. Duration: 8 months (Subject to the date of joining and project duration. Further extension is subject to the performance of the incumbent and availability of fund)

**Background of the Project:**

The Aspire to Innovate (a2i) Programme builds on the Government of Bangladesh's efforts to introduce a citizen-centric culture of innovation in civil service to improve service delivery and make services more inclusive, affordable, reliable, and easier to access. This project will provide support to establish institutional mechanisms and improve accountability to accelerate SDG achievements in Bangladesh.

This project will have three components:

1. Institutionalizing Public Service Innovation and Improving Accountability
2. Catalyzing Digital Financial Services and Fintech Innovations
3. Incubating Private Sector-enabled Public Service Innovation

**Background of the assignment:**

Empowering Adolescent and Youth to be Innovative & Creative with essential skills and career guidance to ensure a future ready citizen through a dynamic edutainment platform. It is designed to nurture intellectual growth and creative skills among students, aiming to equip 36 million adolescents with 21st-century knowledge and future-ready competencies in the context of the 4th Industrial Revolution. The key objectives include fostering a space for students to showcase their creativity, eliminating communication gaps between rural and urban youth, promoting safe and healthy communication, encouraging logical reasoning, and generating critical thinking resources. The platform envisions a collaborative ecosystem where educational content is produced by both partner organizations and students themselves, enabling peer-to-peer learning and holistic development through online and offline engagement. As an innovative idea, this allows teens and youth to upload diverse creative content - such as images, videos, artwork, creative writing and photography - on a user-friendly platform with about 40,000 verified resources in areas like books, science quizzes, life skills, comics, and movies, catering to approximately 300,000 registered users. Leveraging social media, this initiative hosts competitions, psychosocial sessions, and workshops engaging students from madrasahs, scouts, and general education institutions nationwide.

**Aspire to Innovate (a2i) Programme** is looking for a **Jr. Consultant (Future of Education)** who will support to direct, manage and supervise the proper implementation of adolescent and youth Initiatives.

**Objectives of the assignment:**

- Coordinate an online platform and offline initiatives to assess soft skills of adolescent and youth for future market to implement different educational innovations to integrate advance

technology in education in liaison with Government Organizations, NGOs, start-up companies and relevant stakeholders.

- Support in designing and conduct appropriate research initiatives for adolescents and youth initiatives.
- Provide support to respective ministries, divisions and organizations.
- Provide guidance to develop education and adolescents online & offline initiatives for the different stakeholders.
- Assist in meeting with policymakers, planning, designing and facilitating brainstorming workshops.
- Support to capture local and international best practices and extract lessons for policy input and draft policy documents
- Assist in partnership development for education and adolescents online & offline initiatives.
- Support to organize various workshop/session related to adolescents and youth's education & skill development activities at nationwide level.

### **Supervision and Performance Evaluation:**

The **Jr. Consultant (Future of Education)** will be working with the Future of Education team of the Aspire to Innovate Programme. A performance evaluation will be conducted by the project authority, a2i. After 8 months of the contract period, further continuation of the contract will depend upon the satisfactory performance and availability of funds.

### **Scope of work, Duties and Responsibilities:**

- Support and maintain collaboration with government authorities (DSHE, NCTB, NAEM, DPE, ICTD, Projects, etc.) on EdTech initiatives, training, and content development.
- Assist to monitor and manage adolescents & youth-based portal, technology vendor firms, including overseeing development progress, providing feedback on new modules, fixing web and app bugs, and scheduling progress meetings.
- Support to provide technical expertise in education technology to relevant stakeholders, including government authorities, partners, and Future of Education team members.
- Support to design and implement career guidance programs for students, including curriculum implementation and content creation.
- Support in designing and curating edutainment content, including creative challenges, quizzes, visual media, and interactive tools.
- Prepare monthly, quarterly, and yearly reports for project management and decision-making, including data analysis and insights.
- Assist in designing and conducting research initiatives focusing on adolescent and youth skill development, creativity, digital literacy, and educational technology adoption.
- Support to collaborate and maintain liaison with the ICT Division to initiate different activities and programmes from the Future of Education team and ensure smooth coordination and implementation.
- Support to coordinate partnerships with government authorities, donors, and national/international organizations.
- Assist to coordinate countrywide online and offline campaign programs with various stakeholders, ensuring effective communication and coordination to implement educational programmes.

- Participate in relevant meetings, workshops, and conferences to represent Future of Education and share expertise on education technology and blended learning.
- Assist to coordinate all programmes (trainings/workshops/Conference) to implement Future of Education missions.

### **Relevant Competencies:**

#### Technical Competencies:

- Knowledge of EdTech tools and platforms
- Skills in data analysis and visualization
- Proficiency in ICT tools, CMS, and basic web technologies.
- Experience in educational research and report writing.
- Familiarity with project management tools and methodologies.
- Ability to develop digital and instructional content.
- Understanding of curriculum frameworks and competency-based education.
- Knowledge of ICT4E and inclusive educational technologies.

#### Functional Competencies:

- Innovation and creative problem-solving in education.
- Effective coordination with government and development stakeholders.
- Strong communication and presentation skills in Bangla and English.
- Team collaboration and interpersonal skills.
- Understanding of monitoring, evaluation, and learning processes.
- Time management and task prioritization under pressure.
- Knowledge management and documentation skills.
- Awareness of education policies and global education agendas.

### **Deliverables and Timeframe:**

The assignment will be for 8 months (Subject to the date of joining and project duration). Completed tasks under each area and activity will be as follows:

<b>Deliverables</b>	<b>Timeline</b>
<ul style="list-style-type: none"> <li>• Completed the development and maintenance of adolescents &amp; youth-based portal's new version to transform an Edutainment &amp; Skill development Platform</li> <li>• Supported to plan, organize and conduct EdTech workshops for students &amp; adolescents</li> <li>• Supported in organizing 2 international events for adolescent's skill development</li> <li>• Supported to facilitate 4 field visits for promoting the portal to reach the maximum level of students.</li> <li>• Organized 2 nationwide competitions to bring Student's potentials for becoming Global Citizen</li> <li>• Coordinated a2i-Unicef partnership and collaboration to implement EdTech initiatives</li> <li>• Coordinated 4 online/offline training as part of student's capacity development on advance technology (AI, Coding &amp; Programming, AR/VR etc).</li> <li>• Coordinate 2 online/offline training for student's awareness on cyber security.</li> </ul>	8 months (Subject to the date of joining and project duration)

The incumbent will perform other related duties and responsibilities as and when required and assigned. The incumbent should function as an effective team member.

Payment: The Jr. Consultant will be paid equal instalments on a monthly basis upon completion of the above deliverables.

**Requirements for Experience and Qualifications:**

**Academic Qualifications:**

- Minimum Bachelor's Degree in any discipline from any reputed Public/Private University.

**Experience:**

- At least 4 years work experience in any national/international organizations.
- At least 2 years of work experience in the field of Education/e-learning.