

Terms of Reference
Save the Children- The Education Project
Facilitation of Workshop on Conflict Sensitive Education Programming
(staff professional development)
November 4-6, 2024

1. Introduction

The Education Project was established in early 2013 to support providing education services for marginalized, under-served children. With an updated strategy in 2021, The Education Project continues to adopt a 'systems-strengthening' approach to provide support for the development of ethnic and monastic complementary education. The programme works with established education providers to place an emphasis on developing the quality and inclusivity of education in Myanmar, including improved learning outcomes, and with a broader range of diverse stakeholders to address key policy barriers for the achievement of an equitable education system.

We do whatever it takes for children – every day and in times of crisis – transforming their lives and the future we share

Our vision: A world in which every child attains the right to survival, protection, development and participation.

Our mission: To inspire breakthroughs in the way the world treats children, and to achieve immediate and lasting change in their lives.

Our values: Accountability, ambition, collaboration, creativity and integrity.

2. Background information/context

The Education Project provides funding, coordination, technical assistance, and research support across different education systems to promote continuous improvement of education services and facilitate a supportive operating environment for ethnic and monastic education. The Education Project works to identify and promote sustainable solutions that address systemic barriers to education for hard-to-reach children. In order to ensure that quality learning is available for all children in Myanmar, through its third phase, The Education Project is committed to improving learning outcomes for all students through improving teacher professional development, creating a safe and inclusive environment, access to quality teaching-learning materials in relevant languages, and school improvement and leadership development. The Education Project works with partners in developing their capacity to create curriculum standards and instructional materials in relevant languages and to provide professional development for teachers and contextualized education programmes for the children in their system. The areas of technical support include developing training modules, policy reviews, curriculum and assessment standards through the integration of child safeguarding, gender, disability, and social inclusion frameworks in education.

3. Purpose of the Work

The Education Project is dedicated to creating a safe and collaborative learning environment where staff can openly share and exchange knowledge on key technical areas as they lead technical support to partners, fostering professional growth. This consultancy aims to facilitate a professional development workshop for 20 staff designed to deepen their understanding of conflict-sensitive programming, enhancing their capacity to effectively incorporate conflict sensitivity into educational interventions, particularly in emergency contexts.

Objectives

1. **Enhance Understanding of Conflict Sensitivity in Education:**
 - Equip participants with a clear understanding of conflict-sensitive programming and its significance in educational initiatives in conflict and post-conflict environments.
2. **Develop Contextualized EiE Strategies:**
 - Build participants' capacity to design and implement education programs tailored to partners' specific needs in emergencies, ensuring inclusivity, safety, and adaptability to changing contexts.
3. **Integrate Peacebuilding into Educational Programming:**
 - Facilitate discussions on the role of education in peacebuilding and equip participants with tools to incorporate peace education, social cohesion, and reconciliation efforts into educational programs.
4. **Mitigate Risks and Promote Do No Harm:**
 - Familiarise participants with risk assessment and mitigation strategies to ensure educational interventions do not unintentionally harm students, teachers, or communities, particularly in conflict-affected areas.
5. **Promote Psychosocial Support in EiE:**
 - Equip participants with knowledge and skills to integrate psychosocial support for students and teachers into emergency education programs to address trauma and foster resilience in conflict settings.

The expectation of the workshop is to ensure a productive discussion that promotes contributions from diverse participants.

4. Services the Supplier will provide / Scope of Work & Deliverables

The supplier is expected to provide the following deliverables:

Key Deliverables

Deliverable number	Deliverable title	Description	Timeline
1.	3-day Workshop Agenda (.5 day)	The draft agenda is discussed, reviewed and approved by the organisation.	October 28, 2024

2.	Workshop Outline (.5 day)	The outline includes intended outcomes, as well as format and description of each session.	November 1 2024
3.	Pre-workshop preparation for participants (1day)	Clearly outlined instruction for participants to be prepared to participate in the workshop such as pre-test, example materials, presentations and etc.	Bet. October 28- November 1, 2024
4.	Facilitation of the workshop (3 days)	Facilitation of 3-day workshop for diverse educational professionals. The workshop is thoroughly planned according to the objectives. The workshop creates a safe space for each participant to share their opinions freely without feeling judged while demonstrating respect to all participants. Different opinions are managed efficiently as a shared learning experience and no one opinion is valued over that of the others.	November 4-6, 2024
5.	Post-workshop follow-up with participants (1 day)	Conduct agreed upon follow-up with the participants such as workshop feedback, and getting participants' input to the draft report.	Week of November 11, 2024
6.	Final workshop report (3 days)	Produce a well-edited workshop report following pre-approved template and branding guidelines that clearly outlines key learnings from the workshop, reviewed and approved by the organisation.	By November 25, 2024

Total days of work: 9 days.

5. Experience and skill set required

The successful consultant will have:

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- Proven expertise in facilitating workshops for education professionals from diverse backgrounds, ensuring inclusivity and engagement across varied experience levels.
- Extensive experience working within the education sector, particularly with ethnic education providers, demonstrating a deep understanding of the unique challenges faced in conflict contexts.
- Strong knowledge of key components within education systems, including curriculum frameworks, teacher competency standards, assessment methodologies, and critical cross-cutting themes essential for creating inclusive, safe learning environments for marginalized students in conflict settings.

- Skilled in leading dynamic, respectful discussions, ensuring all participants feel heard, valued, and empowered to contribute meaningfully.
- Proficiency in Myanmar or ethnic languages is a distinct advantage, enhancing communication and engagement with local stakeholders.

6. Location and official travel involved

Remote work before and after the workshop and in-person workshop in Bangkok or nearby location from November 7-9, 2024.

7. Payment information

Total cost payable within 30 days of satisfactory completion of deliverables. Please propose the budget proposal in lumpsum with a breakdown for the daily rate consultant(s), including the travel and accommodations.

8. Payment Conditions

- Any revenue occurring in Thailand is subject to withholding tax. If you are a Thai citizen, and or having a Thai work permit and or residing for over 180 days, then a 3% withholding tax will be applied.
- If not, a 15% withholding tax will be applied for a non-Thai citizen, residing in Thailand less than 180 days.
- If you are using an international bank account (apart from Thai and Myanmar), no withholding tax deduction will be applied, and you will be responsible for any applicable tax in your own country.
- Any transfer from USD to THB and or MMK will use the exchange rate from our system on the transfer date.

THB exchange rate from Jan-Sep 2024	MMK exchange rate from Jan-Sep 2024
Min = 34.02	Min = 3,371.64
Max = 37.02	Max = 4,275
Average = 35.93	Average = 3,713.11

9. Application Process:

- Email should be addressed to **Supply Chain Team** at THA_Procurement_BKK@savethechildren.org not later than **19 September 2024 at 5:00 pm**. Late submissions will not be considered. Therefore, do not send tender related questions to this email address as they will not be answered.
- Note – this is a sealed tender box which will not be opened until the tender has closed. Therefore, do not send tender related questions to this email address as they will not be answered.
- The subject of the email should be **“Facilitation of Workshop on Conflict Sensitive Education Programming”**.
- All questions relating to the tender should be sent via email to: Arunrat Wattanapalin at arunrat.wattanapalin@savethechildren.org
- Please be advised local working hours are **08:30 am - 05:30 pm**. Please allow up to **3 working days** for a response.

Applicants are also requested to mention in the applications if there are blood/marriage relationships with the existing employees. No requirement of photo or copy of certificates, and only short-listed candidates will be contacted.