

Call for Proposal
(Only for organizations/ Institutions)
Teacher Capacity Building Program for Learning Centers

Organizational unit:	UNESCO Antenna Office
Duty Station:	Yangon, Myanmar
Type of Contract:	Contract for Services
Tentative Duration:	1 July 2025 to 30 May 2026
Application Deadline:	11 July 2025 at 17:00 Hours (Yangon Time)

Date Issued- 13 June 2025

I. Background:

UNESCO is actively involved in the Global Partnership for Education- Education Sector Program Implementation Grant (GPE-ESPIG) program. The primary objective of the GPE-ESPIG program is to ensure that the most marginalized children, including those who are out-of-school or at risk of dropping out, gain access to quality learning opportunities. These opportunities are crucial for them to acquire relevant skills, build resilience, continue their education, and enhance their overall well-being. The GPE-ESPIG program consists of three key components:

- **Access:** The program focuses on facilitating safe and equitable access to learning for children and youth in Myanmar.
- **Quality:** The program aims to ensure quality teaching and learning experiences for children and youth in Myanmar. This involves strengthening the capacities of education personnel and fostering context-responsive, equity-focused learning resources and modalities that adapt to the evolving situation.

System Strengthening: The program places emphasis on strengthening systems, management, coordination, and monitoring related to education in Myanmar.

Through these objectives, the GPE-ESPIG program aims to create inclusive, gender-responsive, and protective learning environments that address the needs of the most vulnerable learners in Myanmar. To support these efforts, UNESCO seeks to partner with an organization or institution to strengthen the teachers' capacities to deliver the education services at learning centers. The selected partner will play a vital role in improving the quality learning for the most marginalized communities.

II. Work Assignment:

The Contractor shall perform the tasks under the overall authority of the Director of UNESCO Regional Office in Bangkok, the direct supervision of the Head of UNESCO Antenna Office in Yangon, in close collaboration with UNESCO Myanmar Education unit. The contractor shall undertake the following assignments:

- ✓ Identify at least 20 learning centers and conduct an assessment for teacher capacity building program. Use surveys, interviews and/or focus group discussions with students, teachers and community leaders/principals.
- ✓ Organize and conduct an orientation session with school principals, teachers and community members from the selected schools to secure their collaboration, clarify roles and ensure smooth implementation of the planned activities.
- ✓ Design Teacher Capacity Building program (trainings and mentorship) tailored to the assessment findings. Adopt and develop the training resources for the implementation of program such as worksheet and support manuals for teachers.
- ✓ Identify at least 4 teachers per school (80 teachers in total) and conduct at least two 5 days training (in-person/virtual) including the practices of inclusive education for supporting diverse learning needs, psychosocial support to address the emotional and social well-being of students and for increasing basic literacy and numeracy skills of students.
- ✓ Procure and distribute teaching and learning materials, budgeted 700 USD each school to implement the teachers' capacity building program.
- ✓ Launch a 3–4-month mentoring programme for the trained teacher offering individual guidance to address the specific challenges and promote continuous professional development (CPD).
- ✓ Conduct at least 2 rounds of monitoring visits to the selected learning centers using standardized monitoring forms to assess implementation progress, learner participation, and learning center-level challenges. And conduct 1 post-distribution monitoring following the distribution of teaching and learning materials kits to evaluate usage, relevance and beneficiary satisfaction.

III. Deliverables and Timelines

All deliverables must be submitted with original/editable files, as well as high-resolution versions of final products (if applicable) to UNESCO. The assigned tasks must be submitted by the following deadlines.

Submit an assessment tool and report including a detailed education data of at least 20 learning centers such as the number of students and teachers. Submit a detailed inventory list of teaching and learning materials specifying quantities and types of items.	18 July 2025.
Submit a completion report of the orientation session with school principals, parents, and community members including the agenda, attendance list and key outcomes	30 July 2025
Submit the design of Teacher Training Program including concept note and resources.	29 August 2025
Submit a report on first teacher training session, including training schedules, materials used, attendance records, and post-training evaluations	30 September 2025
Submit first monitoring report including feedback from stakeholders (teachers, parents, and students), observations and recommendations for improvements.	10 December 2025
Submit a post distribution monitoring report Including feedback from (teachers and students), usage of kits and evidence of financial support, procurement and distribution.	30 January 2026
Submit a report on the completion of mentorship for trained teachers. Include monthly mentorship activities, individualized support details, and feedback from teachers	27 February 2026
Submit a report on second teacher training session, including training schedules, materials used, attendance records, and post-training evaluations	30 March 2026
Submit second monitoring report, Including feedback from stakeholders (teachers, parents, and students), observations, and recommendations for improvements	30 April 2026
Submit a comprehensive final report summarizing all project activities, beneficiary data, achievements, challenges, lessons learned, and recommendations for future interventions.	25 May 2026

IV. Eligible Organizations for application

Eligible organizations are international or national NGOs, foundations and similar institutions/ organizations. Some criteria for application are as follows:

The Organization/Institution

Required Qualifications:

- Must be an international or national organization with a proven track record of at least 3 years in delivering education services in Myanmar.
- Must demonstrate at least three (3) years of experience working with learning centers to support and facilitate effective project implementation.
- Must have at least three (3) years of experience in designing and delivering effective teacher training and mentorship programs in Myanmar.
- Must maintain strong records of project monitoring, evaluation, and implementation, demonstrating the ability to track progress, measure impact, and ensure accountability.

Desirable Qualifications:

- Commitment to inclusivity, ensuring considerations of gender, ethnicity, disability, and cultural sensitivity in programming.

Personnel/staff who will implement the activities

Required Qualifications:

- Team leader must have Master's Degree in the Field of education, development, social science or in related field
- Team members must have Bachelor's Degree in education/ community development/ social sciences or in related field
- Team lead with at least 5 years of experience in overseeing and implementing community-based education in Myanmar.
- Education officer with at least 2 years of experience of capacity building for teachers, including inclusive education practices and student well-being.
- Education coordinator with at least two years of experience in working with school leaders, teachers, and monks to facilitate the project implementation.
- M & E officer with at least two years' experience in monitoring and evaluation of education projects, including proficiency in monitoring and evaluating project outcomes to assess effectiveness and address challenges.

- Finance officer with at least two years of experiences in project financial management and financial reporting.
- Logistic officer with at least two years of experiences in procurement and distribution of teaching and learning materials.

Desirable Qualifications:

- Experience or training in Commitment to inclusivity, ensuring considerations of gender, ethnicity, disability, and cultural sensitivity in programming.
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V. How to apply:

Interested organizations/firms are invited to submit in writing to the UNESCO Yangon Project Office:

- **Technical Proposal** clearly referencing “**Call for Proposal- Teacher Capacity Building Program for Learning Centers**”, indicating 1) qualifications and experiences with evidence that make suitable for the assignment, 2) the methodology/ approaches and workplan to be adopted to carry out the assignment, 3) detailed CVs of the consulting team for the assignment and 4) at least two referee or relevant examples that demonstrate your experience carrying out similar initiatives
- **Financial Proposal** indicating all project expenses required to complete aforementioned work assignment.

UNESCO places great emphasis on ensuring that the objectives of the work assignment, as described in the Terms of Reference, are met. Accordingly, in evaluating the applications for the assignment, attention will focus first and foremost on the technical elements. From those proposals deemed suitable in terms of the criteria in the Terms of Reference, UNESCO shall select the proposal that offers the Organization best value for money.

Your application should reach yangon@unesco.org by email no later than 17:00 Hours

(Yangon time) on 11 July 2025.

In line with UNESCO's overall gender mainstreaming strategy, the incumbent is expected to integrate a gender perspective in all activities and apply gender analysis and mainstreaming concepts whenever feasible.

Only short-listed organizations/institutions will be contacted