

Job title: Individual Consultant_Professional Learning Groups

Education Sector Program Implementation Grant (ESPIG)

Date Issued: 13 June 2025

Parent Sector: UNESCO Antenna Office in Yangon

Duty Station: Yangon

Job Family: Education

Type of contract: Non staff-Individual Authors (Form HR 13-6)

Duration of contract: August 2025 to May 2026 (initial 3 months with possibility of an extension subject to the job performance and availability of funds)

Recruitment open to: External candidates

Application Deadline: 14 July 2025 (17:00 Hours Yangon Time)

UNESCO Core Values: Commitment to the Organization, Integrity, Respect for Diversity, Professionalism

OVERVIEW OF THE FUNCTIONS OF THE POST

1. Background:

Under the Global Partnership for Education (GPE) Education Sector Program Implementation Grant (ESPIG), UNESCO is implementing activities towards the attainment of the undermentioned three outcome areas.

- Outcome 1: Ensuring safe and equitable access to learning for children and youth in Myanmar;
- Outcome 2: Ensuring quality teaching and learning for children and youth in Myanmar by strengthening the capacities of education staff and fostering context-responsive, equity-focused learning resources and modalities adapted to the evolving situation; and
- Outcome 3: Ensuring systems strengthening, management, coordination, and monitoring.

Through the ESPIG program, UNESCO aims to address the needs of both pre-service and in-service teacher education under ESPIG Outcome Area 2: Ensuring quality teaching and learning for children and youths in Myanmar by strengthening the capacities of education staff and fostering context-responsive, equity-focused learning resources and modalities adapted to the evolving situation. However, many educators serving in these challenging contexts are new to the profession and they may struggle to deliver effective instruction, provide psychosocial support and create safe learning environments. Equipping educators with the right skills, methodologies and resources strengthens their ability to foster resilience in students, ensure inclusive learning and uphold quality education standards. To initiate this, UNESCO brings Myanmar Teacher Platform (MTP; www.mmteacherplatform.net) to offer continuous learning for educators, learners and other interested parties to access quality learning materials, videos and other resources in a safe and secure environment and

provide online courses by themes.

In response to growing educational needs, UNESCO is committed to support continued professional development for all types of educators through different channels. In 2022, UNESCO Myanmar launched the Myanmar Teacher platform (MTP), which provides educators, learners and other interested parties to provide quality learning materials, videos and resources in a safe and secure environment. To foster professional network for educators in Myanmar, UNESCO has established professional learning groups on MTP creating a safe and inclusive space for dialogue on four educational themes such as literacy, numeracy, pedagogy and ICT and another two groups will be extended to set up in the last quarter of 2025. In these groups, learning activities and events such as webinar/workshop are occasionally organized for the group members to update their professional knowledge in related themes and engage in academic discussions and learning activities. Additionally, UNESCO also aims to promote peer learning and communities of practices among teachers sharing professional experience, challenges and best teaching practices.

2. PURPOSE OF THE ASSIGNMENT

The Individual Specialist is sought to design engaging and effective learning activities and events, develop relevant contents, facilitate within the groups, encourage group participation and monitor the learning progress of the groups, working closely with UNESCO Education team to build a dynamic and supportive educational community, ensuring an enjoyable learning experience for educators.

3. DUTIES AND RESPONSIBILITIES

Supervisory arrangements:

Under the overall authority of the Regional Director of the United Nations Educational Scientific and Cultural Organization (UNESCO) Regional Office in Bangkok, the direct supervision of Head of UNESCO Yangon Antenna, in close collaboration with the Education Sector Program Implementation Grant (ESPIG) teams, the Individual Specialist is sought to create learning activities/events, facilitate the group members for better engagement and monitor learning progress of the members through performing the following tasks.

Terms of Reference:

- Discuss with UNESCO education team to map out the topics and timeline for learning activities and events for each group (including but not limited to literacy, numeracy, ICT and Pedagogy);
- Conduct a preliminary needs assessment to understand the interest of group member, priorities and learning needs;
- Design and create engaging learning activities, quizzes and exercises to promote active participation and learning within the groups;

- Familiarize the tools of professional learning groups from MPT and develop engagement strategies such as interactive polls, games and peer discussions;
- Review the resources from MTP and other reliable sources to create content such as posts and short videos to stimulate curiosity, enthusiasm and reflection on related themes in the groups and feedback/response to the query or provide feedback/suggestion on the groups;
- Upload the relevant announcements and posts on related Thematic Groups to keep the group members informed;
- Ensure that no plagiarized or self-plagiarized materials are published without appropriate acknowledgement of the source;
- Prepare and organize the learning events (training/webinar/workshop);
- Proactively identify and engage relevant resource persons to participate in learning events;
- Collaborate with resource persons to ensure presentation materials align with the event objectives and the level of the audiences;
- Moderate online learning activities and events and facilitate Q&A sessions and discussions, ensuring active engagement;
- Encourage participation, discussions, and knowledge sharing among members;
- Prepare relevant assessments and analyze participant feedback to prepare report of the events, including key takeaways, challenges and recommendations;
- Participate and contribute at the weekly meeting and provide the updated information; and
- Keep an up-to-date, daily record of the work online and make it available for UNESCO to oversee the progress.

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

Travel:

- The Individual Specialist will be based in UNESCO Antenna Office in Yangon during the contract period. No travel outside Yangon is anticipated.

4. TIMETABLE AND DELIVERABLES

Deliverables

The individual specialist will submit the following in-service teacher education materials within the designated timeline. 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.

III. Submissions and deliverables:

The Individual Consultant will submit the following deliverables:

- a) Submit work plan with mapping of the learning activities/events over the contract period by 31 August 2025;
- b) Submit the engagement report for September 2025, including learning activities/events, assessments, and challenges, by 30 September 2025.
- c) Submit the engagement report for October 2025, including learning activities/events, assessments and challenges, by 31 October 2025;
- d) Submit the engagement report for October 2025, including learning activities/events, assessments and challenges, by 30 November 2025.
- e) Submit the engagement report for October 2025, including learning activities/events, assessments and challenges, by 31 December 2025.
- f) Submit the engagement report for October 2025, including learning activities/events, assessments and challenges, by 31 January 2025.
- g) Submit the engagement report for October 2025, including learning activities/events, assessments and challenges, by 28 February 2025.
- h) Submit the engagement report for October 2025, including learning activities/events, assessments and challenges, by 31 March 2025.
- i) Submit the engagement report for October 2025, including learning activities/events, assessments and challenges, by 30 April 2025.
- j) Submit the engagement report for October 2025, including learning activities/events, assessments and challenges, by 31 May 2025.

COMPETENCIES (Core / Managerial)

Accountability (C)

Innovation (C)

Knowledge sharing and continuous improvement (C)

Planning and organizing (C)

Teamwork (C)

Results focus (C)

For detailed information, please consult the [UNESCO Competency Framework](#)

REQUIRED QUALIFICATIONS

Education:

An advanced University Degree (Master's or equivalent) in Education, Curriculum Studies, Computer Sciences, Communication, Linguistics, or related fields is required. However; candidates holding bachelor's degree with at least 5 years of experiences (including a minimum of 2 years in teaching) may also apply.

Work Experience:

Minimum of two years of teaching experience, with a preference for expertise in digital learning.

Skills/Competencies:

- Experience in content development for teacher capacity development.
- Ability to moderate discussions and foster active participation.
- Proficiency in using simple graphic design tools such as Canva.
- Proficiency in Microsoft Office including Word, Excel and PowerPoint.
- Ability to communicate effectively across different cultures, given the diversity of group members and educational contexts within Myanmar.
- Ability to work individually and collaboratively in a team.

Languages:

Excellent knowledge of spoken and written English and Myanmar.

DESIRABLE QUALIFICATIONS

Work Experience:

- Familiarity with Learning Management System and content management systems.

Skills/Competencies

- Good practical knowledge and skills in image editing and video editing tools such as Adobe Premiere Pro and After Effects.
- Experience working with the United Nations agencies or other international organizations in related education projects is highly valued.

APPLICATION PROCESS

Interested applicants are invited to submit in writing to the UNESCO Antenna Office in Yangon:

- a) A cover letter (in English) and clearly referencing “Individual Consultant – Professional Learning Groups”, indicating how your qualifications and experience make you suitable for the assignment as well as proposed monthly fee; and
- b) An up-to-date CV, with contact details including telephone numbers and email address, including the contact details of three referees.

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 proposals 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 Organisation best value for money.

Your application should reach yangon@unesco.org by email (please mention “Individual Consultant-Professional Learning Groups” in email subject line) no later than 17:00 Hours Yangon time, GMT +6:30, on 14 July 2025.

Only short-listed candidates will be contacted.