Consultancy for Private Sector Involvement in UNGEI
Terms of Reference

Contract #: (to be provided by PSU)

1. **Background:** Launched in 2000 by the UN Secretary General to assist national governments to fulfill responsibilities toward education and gender equality for all children, boys and girls alike, UNGEI relies on a broad alliance of committed partners who promote strategies that put the needs of the most disadvantaged, including girls and women, first in education policies, plans and budgets.

UNGEI recognizes it will take the collective efforts of all sectors – public, private (for-profit) and civil society – to improve the quality and availability of girls’ education in support of Millennium Development Goals 2 and 3 – to achieve universal primary education and promote gender equality and empower women, respectively. To this end, UNGEI is comprised of members representing various perspectives, experiences and expertise and is guided by principles of inclusiveness. UNICEF serves as Secretariat and lead agency to the partnership.

Recognizing the need to integrate private sector voices and business community/market sector actors in the work of UNGEI, a Private Sector Working Group was established in June 2008 at the UNGEI Global Advisory Committee (GAC) Meeting held in Nepal. Composed of member representatives from the Academy for Educational Development (Chair), DFID, ILO, and UNICEF, as well as a private sector representative from General Electric, the Working Group is charged with investigating options for engagement with the private sector and with making recommendations to the GAC on how best to ensure involvement of the private sector substantially.

2. **Purpose:**
   - To engage the UNGEI Working Group on private sector in deliberations that will help members understand how to use the private sector in general and the representatives of the private sector on the GAC in particular, in order to advance UNGEI's mission and objectives;
   - To advise the Working Group on the selection of the one or two most appropriate private sector to be invited to be GAC members

3. **Expected results (measurable results):**
   - An overview of options on how to best utilize private sector actors in UNGEI’s work in the education sector at global, regional and national levels
   - At least two options for the Working Group to present to the GAC as potential members from the Private Sector

4. **Duration and work arrangements:** This consultancy will begin in April 2009, and the number of days anticipated for tasks involved totals 20. The consultant will work closely with both the UNGEI Secretariat and the Chair of the Private Sector Working Group (AED), keeping both apprised of progress and deliverables as requested. The supervisor will be the Head of the UNGEI Secretariat.

The consultant will be located off-site or in their own home base or office, but should be available by email and telephone on a schedule approved and outlined by the Secretariat and the Chair of the Private Sector Working Group. Use of office space, computers and other facilities by the consultant is subject to availability and advance notice at either UNICEF and/or AED and requested through the supervisor. There may be occasions when the consultant needs to travel to a meeting or session; these will be approved in advance by the direct supervisor. Incidental expenses (such as phone charges, etc.) can be reimbursed with the pre-approval of the supervisor.
5. **Activities, resources, deadlines:** The Private Sector Working Group expects the consultant to be a self starter who identifies the steps necessary to meet the primary objectives. Specific activities include:

- Outlining involvement of private sector umbrella groups in education and girls’ education (particularly at international and regional levels) and benchmark most prominent players from the business and corporate community.
- Overlaying research findings with UNGEI priority regions.
- Interviewing key stakeholders on an as-needed basis and as identified by the Private Sector Working Group.
- Identifying thought leaders from the private sector/corporate community.
- Reviewing various access points for private sector actors to become involved with the work of UNGEI and succinctly outline various options that address strategic intent, rationale, and mechanisms for involvement.
- Preparing documents for UNGEI and its members, attend working sessions and conference calls as requested, and provide follow-up as directed. Assist the Chair in facilitating the Working Group’s efforts.
- Addressing other actions assigned by the Head of Secretariat on behalf of the Chair of the Private Sector Working Group.

<table>
<thead>
<tr>
<th>Outputs/deliverables</th>
<th>Duration (person days)</th>
<th>Deadline</th>
<th>Amount payable (US$) breakdown</th>
</tr>
</thead>
<tbody>
<tr>
<td>An overview of private sector actors engaged in education at global, regional and national levels, based on a brief update of the “Business sector support of girls’ education” chapter of <em>Multisectoral Support of Basic and Girls’ Education</em>, AED, 2000</td>
<td>5</td>
<td>17 April 2009</td>
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<tr>
<td>At least two options for the Working Group to present to the GAC on how to engage the Private Sector in UNGEI, specifying actors, rationale for engagement, benefits, risks, etc.</td>
<td>10</td>
<td>1 May 2009</td>
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<td>Presentation for chairperson of Working Group at May 2009 GAC meeting</td>
<td>5</td>
<td>11 May 2009</td>
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<td>TOTAL</td>
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<td>100%</td>
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6. **Key skills, technical background, and experience required:** The consultant should have significant experience either working in or working with private sector actors from the business community. This could include assignments or positions interacting with multinational corporations; umbrella business organizations on international, national and/or local levels; investment firms; employers at the national and local levels; entities that influence the business environment; and/or professional business associations.
Ideally, the consultant should be conversant in both business nomenclature and international development and be familiar with international organizations, NGOs and the public sector. An interest in basic and/or girls’ education partnerships is essential.

UNGEI, its members, and particularly the Private Sector Working Group will need the consultant to be adept at interacting with various UNGEI representatives and comfortable meeting objectives through an iterative process. The consultant may need to consolidate various actions and information provided by UNGEI members and needs to be adept at doing so in a clear, concise manner.

Cross-cultural acumen, familiarity with gender and equity issues, and an ability to work with diverse constituencies and representatives from the business sector at varying levels are all critical. In addition, experience in multisectoral or bilateral partnerships that included business sector actors is desirable.

Proposed by: Cheryl Gregory Faye, Head of UNGEI Secretariat

Signature: ___________________________ Date: ________________

Authorized by: Cream Wright, Global Chief of Education

Signature: ___________________________ Date: ________________

Consultant’s Name:

Signature: ___________________________ Date: ________________