



Job Description

National Multisectoral Early Childhood Development Program Consultant

Reports to: Child Development Director (CCD)

Duty Station: Dodoma

Contract Type: Term Fixed for 1 year with possibility of renewal

Start Date: July 2023

Background

The Government of Tanzania in collaboration with Early Childhood Development stakeholders have developed the National Multisectoral Early Childhood Development Program (NM-ECDP) which was officially launched on 13th December, 2021. For effective implementation, strong leadership and coordination is pivotal in the course of implementation to provide an oversight to all key ECD Ministries, Departments, Agencies (MDAs) and stakeholders to ensure Nurturing Care components are reflected in their relevant policies, strategies, programs, regulations and guidelines as well as ensuring that there is adequate allocation of resources to implement their relevant parts of the National Multi-Sectoral Early Childhood Development Programme (NM-ECDP) 2021/22-2025/26.

The Ministry of Community Development, Gender, Women and Special Groups being at the center to ensure development of the program, has continued to be vested with the primary role to ensure program implementation. To enhance effective implementation of the program there is need to create effective coordination at ministerial level. Therefore, Tanzania ECD Network in consultation with the MoCDGWSGs envisioned to place the NM-ECD Programme Coordinator at the Ministry offices to leverage government support to all key ECD actors in the implementation of the program.

Job Purpose

The overall objective of the NM-ECDP Program Coordinator is to provide program implementation support to the Ministry of Community Development, Gender, Women and Special Groups (MOCDGWSGs) to facilitate effective implementation of NM-ECDP. The NM-ECDP Coordinator will be housed at the Ministry of Community Development Gender, Women and Special Groups (MOCDGWSGs) and the incumbent will report to the Ministry under the Directorate of Child Development while working closely with NM-ECDP secretariat.

Major responsibilities

- i. Provide coordination support in the implementation of the National Multisectoral Early Childhood Development Program across ECD stakeholders
- ii. Provide technical support NM-ECDP planning, implementation, monitoring, evaluation and learning across key ECD sector ministries
- iii. Technical support on the ECD advocacy initiatives at national and sub national levels
- iv. Provide linkage of program intervention across national plans related to ECD including NPA-VAWC, NAIA, NMNAP, One Plan and the 3rd FYNDP

Specific Responsibilities

- i. Providing coordination support in the implementation of the National Multisectoral Early Childhood Development Program across ECD stakeholders
 - Work with the NM-ECDP Secretariat to support MoCDGWSGs to mobilize resources to support implementation of the program
 - Providing technical support for ECD delegates to participate in the ECD National/Regional/Global ECD conferences
 - Providing support to organize and coordinate national level consultative meetings including NM-ECDP Secretariat, National ECD Stakeholders and National Technical Committee
 - Organise and coordinate high level Annual joint NM-ECDP review meetings
 - Updating ECD stakeholder's database
 - Provide coordination support to all other related national NM-ECDP gatherings and visits
- ii. Support NM-ECDP planning, implementation, monitoring, evaluation and learning across key ECD sector ministries
 - Extract the NMECDP detailed implementation plan from program document and prepare realistic implementation plan with support from MoCDGWSGs relevant experts and NMECDP secretariat.
 - Together with relevant key ECD ministries under the technical guidance of NMECDP Secretariat the incumbent will develop plans of action to support the implementation of the program and provide monitoring of its implementation.
 - Support development of M&E tools to collect data for NMECDP interventions and ensure training of data collectors
 - Coordinate development and operationalization of national ECD database including dashboard and score card
 - Organize and coordinate Program evaluations (Mid and end line evaluations)
 - Develop NM-ECDP progress report and facilitate learning across different actors/platforms. This include but not limited to sharing implementation status during national level consultative meetings.
- iii. Support ECD advocacy initiatives at national and sub national levels
 - Work with PO-RALG to support LGA's NM-ECDP plans for budget inclusion in the MTEFs and its implementation.
 - Work with the NM-ECDP Secretariat and National Technical Committee to support MoCDGWSGs to advocate for NM-ECD budget inclusion in the national and sub national plans
 - Support development of advocacy materials/messages
- iv. Provide linkage of program intervention across national plans related to ECD (including NPA-VAWC, NAIA, NMNAP, One Plan and the 3rd FYNDP)
 - Provide technical support for linkage and harmonization of NMECDP related data across sectoral Information Management Systems.
 - Ensure linkage of program intervention across national plans related to ECD including NPA-VAWC, NAIA, NMNAP, One Plan and the 3rd FYNDP.
 - Any other responsibilities as identified by the NM-ECDP Secretariat.

Qualifications

The NM-ECDP Consultant to undertake this assignment will have the following qualifications and experience:

- Advanced Degree in Development Studies, Social Science or any other related field. Advanced Degree on ECD will be an added advantage
- At least 5 years' technical experience in ECD
- At least 5 years' experience in Programme management, policy analysis, partnership management and coordination of substantive projects.
- At least 5 years' experience of working with, or collaboratively with government at national level.

- Experience of working with Multi-Sectoral teams in development sector
- Excellent inter-personal and coordination skills.
- Excellent Programme performance planning, monitoring and reporting skills.
- Professional technical and non-technical writing and editing.
- Good command of spoken and written English and Kiswahili.

Child Safeguarding Policy

The Ministry responsible for Children and TECDEN are committed to keeping children and vulnerable adult safe. So, our selection process which include rigorous background checks, reflects our commitment to protecting children and vulnerable adults from abuse.