**Terms of Reference**

(Intern from the Republic of Korea)

**Assignment title:** Education Intern

**UN Host Entity:** UNICEF Philippines (Manila Office)

**Hiring Manager:** Akihiro Fushimi (Chief, Education)

**Duration:** 6 months (September 2025 – February 2026)

**Context:**

The Philippines is facing significant learning crisis, which were worsened by the impact of the COVID-19 pandemic as the country experienced one of the longest school closures in the world. Moreover, more frequent and severer disasters, exacerbated by climate change, continue to cause learning disruptions as classes are suspended without effective learning continuity each year.

In this context, under the current UNICEF-Philippines 9th Country Programme for Children (2024–2028), UNICEF Education Team works for and with children from early childhood to adolescence. This includes a focus on pre-primary education and early learning in early childhood, foundational literacy and numeracy through primary education, and education and skills development for marginalized adolescents. UNICEF focuses on ensuring the most vulnerable and disadvantaged children and young people access quality education while the organization is cognizant of the importance of digital learning and quality education data for ensuring children’s futures.

**Task Description**

Under the direct supervision of Education Specialist responsible for managing UNICEF Philippines strategic engagement on basic education, with a focus on foundational learning and education system strengthening, the intern will undertake the following tasks:

1. *Technical Assistance, Capacity Development and Advocacy*

* Contribute to the development of policies, plans, standards and various ‘roadmaps/strategies’ through production of technical documents/concept notes and evidence generation through research etc.
* Assist capacity development interventions and advocacy around early childhood education (ECE) / early childhood care and development (ECCD), basic education and foundational learning, and learning and skills development for adolescents and youth.

1. *Programme and Knowledge Management*

* Support the Chief of Education and other Education Specialists/Officers in solid work planning, programme management and review processes.
* Develop communication products and assets (incl. weblog, social media posts, programme brochures, presentations etc.).
* Organize and/or engage with strategic discussions in technical and policy events, forums, roundtables etc. on priority areas.

1. *Partnership and Resource Mobilization*

* Support preparation of funding proposals and briefing documents for resource partners (donors) as well as investment cases for broader resource mobilization
* Support preparation of high-quality donor reports and materials.
* Assist donor field visits and other related events/meetings.