

Appendix 3.5 for the ECW Operational Manual

GENERIC TERMS OF REFERENCE for REFERENCE GROUPS

Updated September 2020

A. Background/Context

Education Cannot Wait (ECW) is the first and only global fund dedicated to addressing systemic change which persists in the response to Education in Emergencies¹ and Protracted Crises (EiEPC).

ECW's Strategic Plan (SP) outlines the vision, goals and strategic objectives for the organisation. The SP states that as a global fund, ECW, is not an implementing agency, it finances education partners in-country that design the appropriate programmes to ensure the provision of education for crisis affected children and youth based on specific contextual needs. ECW works through existing coordination mechanisms and leverages expertise at country level.

ECW employs three funding modalities: a) A First Emergency Response – short-term response to rapidly support a sudden onset emergency or an escalation of an existing crisis; b) A Multi-Year Resilience window, offering more predictable financing for protracted crises contexts and which fosters joint programming to address the humanitarian-development nexus, and; c) an Acceleration Facility (AF) aimed at strengthening systemic capacities and identifying, fostering and scaling up innovations.

The xxxxx Reference Group is an advisory group of the ECW Secretariat and Executive Committee (ExCom)/ and will advise to ensure it promotes xxxxxx throughout all its strategic functions.

B. Purpose

The purpose of the ECW Reference Group is to provide guidance and advice to the ECW Secretariat and ExCom on:

2.1 xxxx;

2.2 xxxxx; and

2.3 xxxxx;

C. Roles and Responsibilities

The responsibility of the ECW Reference Group is to xxxxxxx:

3.1 xxxxxxx;

3.2 xxxxx;

3.3 xxxxxxx; and

3.4 xxxxxxx

D. Membership and Workflow

4.1 The ECW Reference Group consists of up to xxx members from participating organizations;

4.2 Membership is open to any ExCom member or organisation that has expertise/capacity in xxxxxxx;

4.3 Members are nominated by their ExCom representatives for review by the ECW Director and the Chair of ExCom, as per the Operational Manual;

4.4 The ECW Reference Group is co-chaired and coordinated by a designated representative from ECW Secretariat and partner organisation, whereby participating entities can rotate on a periodic basis. The Reference Group holds quarterly/monthly calls and as needed to share learnings and monitor progress on agreed actions.

4.5 The ECW Reference Group advises the ECW Director through xxxxx. Any such advice is reviewed and cleared by the ECW Director before it goes to the ECW Executive Committee;

4.6 The work of the ECW Reference Group is included in the monthly updates of ECW Operations submitted by the ECW Director to the ECW Executive Committee.

E. Duration

E.1. Initially: 2018-2021 (the first ECW Strategic Plan).

ⁱ Education in emergencies refers to the quality, inclusive learning opportunities for all ages in situations of crisis, including early childhood development, primary, secondary, non-formal, technical, vocational, higher and adult education. Education in emergencies provides physical, psychosocial, and cognitive protection that can sustain and save lives. Common situations of crisis in which education in emergencies is essential include conflicts, protracted crises, situations of violence, forced displacement, disasters, and public health emergencies. Education in emergencies is a wider concept than 'emergency education response' which is an essential part of it.