

UNIVERSITY OF THE WEST INDIES, MONA

**CLIMATE SYSTEMS, TECHNIQUES AND RESOURCES FOR IMPROVED DECISION-
MAKING, EDUCATION AND SUSTAINABILITY PROJECT**

**CONSULTANCY SERVICES FOR A REVIEWER – CLIMATE CHANGE TEXTBOOK AND
TEACHERS' MANUAL**

DRAFT TERMS OF REFERENCE

1. BACKGROUND

1.01 The Caribbean is extremely vulnerable to the impacts of climate change, rendering economies, livelihoods, infrastructure, human health and the general populace at extreme risk. As part of comprehensive mitigation and adaptation strategies, prioritising Climate Change Education (CCE) is critical to enhance awareness, knowledge, skills and behaviours among the public. While acknowledging the importance of CCE across all sectors and levels of society, particular emphasis should be placed on children and youth. As future decision-makers and citizens, it is crucial to invest in their education to foster attitudinal and behavioural shifts, ultimately facilitating a generational transformation in climate change action.

1.02 The Caribbean Development Bank has provided financing to the University of the West Indies (UWI) to implement the Climate Systems, Techniques and Resources for Improved Decision-Making, Education and Sustainability (Climate STRIDES) Project. The project financing is supporting consultancy services and the procurement of goods and services for the design and publication of the updated The State of the Caribbean Climate Report, CCE materials, knowledge products, and decision-support tools, to improve climate resilience decision-making, raise awareness about climate change risks and impacts, and promote climate-smart attitudes, actions and practices in the Caribbean. This consultancy includes the review of a textbook for secondary level students as well as an accompanying teachers' manual. To inform this process, a review of secondary level curricula across specified Caribbean countries was undertaken.

2. OBJECTIVES

2.01 This consultancy aims to review and proofread both the climate change textbook and the accompanying teachers' manual to enhance the clarity, accuracy, and adequacy of the content. Ultimately, the consultancy should contribute towards improving CCE and stimulating climate-smart attitudes, actions and practices among students.

3. SCOPE OF WORK

3.01 The Consultant will review the draft climate change textbook and teacher's manual and provide detailed, constructive and actionable feedback to enhance their overall quality. In carrying out this assignment, the Consultant will, *inter alia*:

- (a) Review important reference materials that informed the content, scope, and direction of the draft climate change textbook and teacher’s manual. These include:
 - (i) The Curriculum Review Report on CCE within 4 Caribbean countries, paying particular attention to existing climate change content, identified gaps, and possible points of infusion of climate change content.
 - (ii) The State of the Caribbean Climate Report.
 - (iii) Other relevant reference materials.
- (b) Review the climate change textbook and teachers’ manual and provide feedback on overall content, structure, organisation, and coherence, ensuring that both documents are logically sequenced and well aligned with each other. In particular, the Consultant will:
 - (i) Verify that all content is accurate, aligns with current scientific knowledge, and is appropriate for the intended audience.
 - (ii) Assess whether information is presented in a clear, engaging, and pedagogically sound manner.
 - (iii) Evaluate the adequacy and balance of coverage of key topics.
 - (iv) Identify gaps or areas where content may need to be strengthened or refined.
 - (v) Provide clear recommendations for improving content, structure, style, and language in order to enhance the overall quality, clarity, and readability of the textbook and teachers’ manual. Where appropriate, the Consultant should also suggest additional reference materials, teaching resources, or supporting content.
- (c) Liaise closely with the writer of the climate change textbook and teachers’ manual to provide timely, constructive feedback throughout the review process.
- (d) Conduct and/or participate in virtual stakeholder validation sessions on the climate change textbook and teachers’ manual as required.

4. QUALIFICATIONS AND EXPERIENCE

4.01 The Consultant should possess the following minimum qualifications and experience:

Education:

- (a) A master’s degree or equivalent in Education; Climate Change; Environmental Sciences, Curriculum Development/Evaluation or related fields.

Experience:

- (b) Minimum of seven years of relevant professional experience in the fields specified in (a) above.
- (c) At least one similar completed assignment reviewing textbooks or other full-length publications.

Skills:

- (d) Familiarity with key CCE concepts and topics (e.g., greenhouse effect, weather, climate, mitigation, adaptation, etc.).
- (e) Experience in writing and/or climate change content for diverse audiences.
- (f) Excellent analytical, writing and communication skills in English language, as e.g., as evidenced by academic publications, reports and other professional written work, including for a general audience.

5. REPORTING REQUIREMENTS AND DELIVERABLES

5.01 The consultancy is home-based and will take place in the Consultant’s usual place of residence/work. No travel will be required as part of the assignment.

5.02 The Consultant will report to the UWI Mona School of Education project team as well as the Climate STRIDES Project Coordinator.

5.03 The Consultant will produce the following deliverables in the English Language:

Deliverable	Expected Submission Date
1. Inception Report, including methodology and workplan for the consultancy.	One week after contract signature
2. A Draft Review Report on the draft CC textbook and manual, highlighting (i) strengths and weaknesses of the draft textbook and manual, (ii) feedback on language, style, readability and appropriateness for audience, and (iii) specific recommendations for improvement with respect to content, resources, language, style and readability.	At the end of Month 1
3. A Final Review Report on the updated CC textbook and manual, which should also highlight the extent of alignment with recommendations outlined in the Draft Review Report.	At the end of Month 2

6. DURATION

6.01 It is estimated that approximately 15 person days over a 2-month period will be required to complete the tasks outlined in this consultancy.